

## Commission Members

CHAIR ANNE GRIFFITH  
VICE-CHAIR GREGORY D. HARTWIG  
COMMISSIONER JANNY CASTILLO  
COMMISSIONER LYNETTE JUNG LEE  
COMMISSIONER BARBARA MONTGOMERY  
COMMISSIONER MARK J. TORTORICH  
COMMISSIONER 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, October 24, 2022 at 6:00 p.m.**  
**1619 Harrison Street, Oakland, California, Commissioners' Room first floor.**

***Meeting In-Person and Via Teleconference Pursuant to Assembly Bill 361  
[(Chapter 165, Statutes of 2021) approved by the Governor on September 16, 2021]]***

### Join Zoom Meeting Online:

<https://oakha-org.zoom.us/j/87961487723?pwd=TWdkUmNwRHZRVHZCS2I0ZEQzL2Q0Zz09>

**Meeting ID (access code): 879 6148 7723      Meeting Password: 038824**

Closed Caption – provided through the link

**To participate by Telephone: 1 (669) 219-2599**

**Meeting ID (access code): 879 6148 7723      Meeting Password: 038824#**

**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](mailto: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.



**AGENDA**  
**Regular Meeting**  
**October 24, 2022, 6:00 pm**

- I. Pledge of Allegiance
- II. Roll Call
- III. Approval of Minutes:
  - A. Approval of Minutes of the Regular Meeting of September 26, 2022
- IV. Recognition of people wishing to address the Commission
- V. Old or Unfinished Business
- VI. 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.*
- VII. New Business:
  - A. Adopt a resolution authorizing the Executive Director to allocate \$15 million in HCV reserves to support project proposals submitted by the City of Oakland in response to State Homekey Round III competition subject to clearance under the National Environmental Policy Act (NEPA).
  - B. Adopt a resolution authorizing the Executive Director to (i) consider the environmental effects of the execution of a non-binding Term Sheet, Development and Loan Agreement, and award of Project-Based Vouchers for the development of affordable housing at the West Oakland BART Transit-Oriented Development, also referred to as Mandela Station Affordable, and (ii) adopt mitigation measures and findings regarding the project pursuant to the California Environmental Quality Act (CEQA).
  - C. Adopt a resolution authorizing the Executive Director to execute a non-binding Term Sheet and, after receiving NEPA approval, execute agreements related to the financing and development of the Mandela Station Affordable development by providing one or more loans of MTW funds and a commitment of Project-Based Section 8 Vouchers.
  - D. Adopt a resolution authorizing the Executive Director to execute an Option Agreement, and, subject to NEPA approval, all other documents required to purchase 1600 Harrison Street, including, but not limited to a Purchase and Sale Agreement, from Carolanne Montgomery, Trustee, Trust One under

Lee and Carolanne Montgomery Living Trust, Dated December 7, 2000, for \$3,300,000, as seller, with total expenditures including due diligence and closing costs not to exceed \$3,700,000.

- E. Adopt a resolution authorizing the Executive Director to execute a three-year contract with two one-year option terms with Elegant Enterprise-Wide Solutions, Inc. for Information Technology-related services in a total amount not to exceed \$2,200,000.
- F. Adopt a resolution authorizing the Executive Director to execute a three-year contract with two one-year option terms with Urban Policy Development, LLC dba UPD Consulting in an amount not to exceed \$381,540.

G. 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.*

- 1. Adopt a resolution authorizing the Executive Director to Continue Remote Teleconference Meetings of the Board of Commissioners Pursuant to Brown Act Provisions, as amended by Assembly Bill Number 361.
- 2. Adopt a resolution authorizing the Executive Director to execute the Public Employees System (CalPERS) Resolution for the 001 Unrepresented Group, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA).
- 3. Adopt a resolution authorizing the Executive Director to execute the Public Employees System (CalPERS) Resolution for the 002 Alameda Co Bldg Construct Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA)
- 4. Adopt a resolution authorizing the Executive Director to execute the Public Employees System (CalPERS) Resolution for the 004 Loc 1021 SEIU MAINT Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA).
- 5. Adopt a resolution authorizing the Executive Director to execute the Public Employees System (CalPERS) Resolution for the 005 Loc 1021 SEIU APA/HAR Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA).
- 6. Adopt a resolution authorizing the Executive Director to execute the Public Employees System (CalPERS) Resolution for the 006 Loc 29 OPEIU Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA)
- 7. Adopt a resolution authorizing the Executive Director to execute the



Public Employees System (CalPERS) Resolution for the 701 Unrepresented ICMA RETR Group, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA)

8. Adopt a resolution authorizing the Executive Director to execute the Public Employees System (CalPERS) Resolution for the 702 Alameda Co Bldg ICMA RETR, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA)
9. Adopt a resolution authorizing the Executive Director to execute the Public Employees System (CalPERS) Resolution for the 704 Loc 1021 SEIU ICMA RETR Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA)
10. Adopt a resolution authorizing the Executive Director to execute the Public Employees System (CalPERS) Resolution for the 706 Loc 29 OPEIU ICMA RETR Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA).

VIII. Written Communications Departments' Monthly Report.

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

X. Reports of Commission Committees.

XI. Announcements by Commissioners.

XII. Recess to Closed Session

A. **Purpose: Pursuant to Government Code Section 54957.6 – Labor Negotiations.**

Conference with Labor Negotiations.

Authority Designated Representatives: Drew Felder, Director of Human Resources, and Patricia Wells, Executive Director

Employee Organization(s): SEIU Local 1021, OPEIU Local 29, Alameda Building and Trades Council, and Unrepresented.

B. **Purpose: Pursuant to Government Code § 54957 (a) - Threat to Public Services or Facilities**

Consultation with: Oakland Housing Authority Police Department, Chief of Police, Alan Love, Drew Felder Director of Human Resources, and Patricia Wells, Executive Director.

XIII. Adjournment of Public Session

Anne Griffith, Chair of the Commission

By Patricia Wells  
Patricia Wells, Secretary



**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](http://www.oakha.org)]**

**Monday, September 26, 2022**

**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.

Chair Anne Griffith presided and called the meeting to order at 6:01 p.m.

I. Pledge of Allegiance

II. Roll Call

**Present 7** – Anne Griffith, Gregory Hartwig, Janny Castillo, Lynette Jung-Lee, Barbara Montgomery, Mark Tortorich, and William J. Mayes.

III. Approval of Minutes:

A. Approval of Minutes of the Regular Meeting of August 22, 2022

Commissioner Jung-Lee moved to approve the minutes, which was seconded by Vice-Chair Hartwig. The motion passed by the following vote:

**Ayes 7** – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

IV. Recognition of people wishing to address the Commission

There were no persons wishing to address the Commission.

V. Old or Unfinished Business

There were no old or unfinished business items.

VI. Modifications to the agenda

*(Allows for any change in the order of business or the announcement of the postponement or continuation of agenda items.) The Board can only take action on items listed on this agenda unless a finding is made that an emergency exists.*

There were no modifications to the agenda.

VII. New Business:

- A. Authorizing the Executive Director to execute a Memorandum of Understanding in partnership with Alameda County Health Care Services Agency to administer approximately \$9 million in State Housing and Disability Advocacy Program (HDAP) funding to support a Local Housing Program Initiative.

Secretary Wells introduced the item and noted for the record that the title of the program should be corrected from “State Housing and Disability Advocacy Program” to read “State Homeless Disability Advocacy Program (HDAP). Director of Leased Housing, Michelle Hasan led the presentation noting that the Health Care Services Agency received the funding from the State, which they are then required to contract with an entity to administer the funding. HDAP specifically helps low-income families within Oakland.

The Commission asked a few questions which were addressed by staff.

Vice-Chair Hartwig moved to approve the item, which was seconded by Commissioner Jung-Lee. The motion passed by the following vote:

**Ayes 7** – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

- B. Informational Presentation of Six Contracts for as Needed Legal Services.

The presentation moderated by Contracts, Compliance, and General Services Manager, Daniel Mermelstein, provided an overview of the procurement process for legal services in five specialty areas; general counsel, human resources, law enforcement, real estate, and environmental law. On February 24, 2022, the Request for Proposal (RFP) was posted and 632 vendors notified. Responses were evaluated in April 2022, and from June to August 2022, the Evaluation Committee met and recommended Atkinson, Andelson, Loya, Ruud & Romo PC, Burke, Williams & Sorenson LLP, Goldfarb and Lipman LLP, Hawkins, Delafield and Wood LLP, Liebert Cassidy Whitmore, Meyers Nave Riback Silver & Wilson PC.

The Commission asked a few questions which were addressed by staff.

- C. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Atkinson, Andelson, Loya, Ruud & Romo PC for Law Enforcement Legal Services for a not to exceed amount of \$250,000.

Commissioner Castillo moved to approve the item, which was seconded by Commissioner Montgomery. The motion passed by the following vote:

**Ayes 7** – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

- D. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Burke, Williams & Sorenson LLP for Human Resources, Law Enforcement, Real Estate Development and

Environmental Legal Services for a total not to exceed amount of \$500,000.

Commissioner Jung-Lee moved to approve the item, which was seconded by Commissioner Mayes. The motion passed by the following vote:

**Ayes 7** – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

- E. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Goldfarb and Lipman LLP for General Counsel, Human Resources, Law Enforcement, Real Estate Development and Environmental Legal Services for a total not to exceed amount of \$6,750,000.

Commissioner Tortorich moved to approve the item, which was seconded by Commissioner Jung-Lee. The motion passed by the following vote:

**Ayes 7** – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

- F. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Hawkins, Delafield and Wood LLP for Real Estate Development Legal Services for a total not to exceed amount of \$750,000.

Commissioner Montgomery moved to approve the item, which was seconded by Commissioner Hartwig. The motion passed by the following vote:

**Ayes 7** – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

- G. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Liebert Cassidy Whitmore for Human Resources Legal Services for \$900,000.00 for the initial term and \$300,000.00 for the 1<sup>st</sup> and 2nd option terms for a total of not to exceed amount of \$1,500,000.

Commissioner Hartwig moved to approve the item, which was seconded by Commissioner Jung-Lee. The motion passed by the following vote:

**Ayes 7** – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

- H. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Meyers Nave Riback Silver & Wilson PC for General Counsel, Human Resources, and Law Enforcement Legal Services for a total not to exceed amount of \$1,250,000.

Commissioner Mayes moved to approve the item, which was seconded by Commissioner Montgomery. The motion passed by the following vote:

**Ayes 7** – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

I. 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.*

1. Making Findings Authorizing Continued Remote Teleconference Meetings of the Board of Commissioners Pursuant to Brown Act Provisions, as amended by Assembly Bill Number 361.

Commissioner Tortorich moved to approve the item, which was seconded by Commissioner Jung-Lee. The motion passed by the following vote:

**Ayes 7** – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

VIII. Written Communications Departments' Monthly Report.

Secretary Wells briefed the Commission on the Departmental Monthly Report for the month of August 2022.

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

Secretary Wells briefed the Commission on the following topics:

- Direct to You Newsletter Highlight
- OHA Police Department's Ice Cream Social
- Community meeting at Arroyo Viejo Park (77<sup>th</sup> & Bancroft)
- NAHRO 2022 Annual Conference & National Awards of Merit
- OHA Police Department's text alert system
- HUD Stabilization Vouchers

X. Reports of Commission Committees.

There were no reports by Commission Committees.

XI. Announcements by Commissioners.

There were no announcements by Commissioners.

XII. Recess to Closed Session

Commissioner Tortorich moved to recess to closed session, which was seconded by Commissioner Hartwig. The motion passed by the following vote:

**Ayes 7** – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

The meeting recessed at 7:06 p.m.

### XIII. Adjournment from Closed and Public Sessions

Commissioner Tortorich moved to adjourn from closed session, which was seconded by Commissioner Hartwig. The motion passed by the following vote:

**Ayes 7** – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

The closed session adjourns at 7:50 p.m.

Having no items to report out form Closed Session and having no further questions from the Commission, Commissioner Castillo moved to adjourn from public session, which was seconded by Commissioner Jung-Lee. The motion passed by the following vote:

**Ayes 7** – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

The public session adjourns at 7:53 p.m.

Anne Griffith, Chair of the Commission

By \_\_\_\_\_  
Patricia Wells, Secretary






**ITEM: VII.A.**

## **Executive Office**

### **Oakland Housing Authority MEMORANDUM**

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**To:** Board of Commissioners

**From:** Patricia Wells, Executive Director 

**Subject:** Authorization for the Executive Director to allocate \$15 million in HCV reserves to support project proposals submitted by the City of Oakland in response to State Homekey Round III competition subject to clearance under the National Environmental Policy Act (NEPA).

**Date:** October 24, 2022

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**Purpose:** This action will approve a budget allocation for Homekey projects using Housing Choice Voucher (HCV) reserves. Staff proposes dedicating \$15 million of HCV reserves to Homekey Round III projects.

**Funding:** Funding for this item is subsidy received by Oakland Housing Authority (OHA) from the Department of Housing and Urban Development (HUD) HCV program.

#### **Background:**

On October 4, 2022 the City of Oakland Department of Housing and Community Development (DHCD) published a 2022 Request for Homekey Proposals (RFP) seeking proposals from qualified teams for interim, semi-permanent and permanent affordable housing for homeless and formerly homeless individuals and households. The DHCD will relying on the State of California Homekey Notice of Funding Availability (NOFA) and regulations from the 2021-2022 round of Homekey to inform the 2022 RFP. Homekey is a statewide funding opportunity for public agencies to act as the lead applicants, for projects that “sustain and rapidly expand housing for persons experiencing homelessness or at risk of homelessness, and who are, thereby, inherently impacted by COVID-19 and other communicable diseases.” Teams selected will partner with DHCD as co-applicant to submit an application to the State of California (State) when the State Homekey Round III competition opens which is anticipated in Spring of 2023. The goal of DHCD is to have projects approved and ready to immediately submit is released thereby improving the opportunity for a funding award.

On December 6, 2021, the OHA Board of Commissioners (BOC) adopted resolution 5013 which allocated \$15 million in Housing Choice Voucher Reserves for Homekey II. On January 24, 2022, the BOC approved conditional funding awards for three projects- Coliseum Way in an amount of \$4,572,041, Piedmont Place in an amount of \$4,905,755

## Administrative Fee Reserves for Homekey

Page 2 of 3

and the Phoenix in an amount of \$3,226,453, totaling \$12,704,249. Two projects have since decline the OHA capitalized operating subsidy funding awards. Piedmont Place elected to move forward due to requirements of NEPA and the Phoenix declined the award upon receiving State Accelerator funding.

A notable difference in the 2022 Homekey III RFP is a set aside pool of funding for projects that reserve 25% or more of their units for Transition Aged Youth (TAY). The DHCD for submission of proposals is November 18, 2022.

DHCD has identified City of Oakland capital and operating subsidy for TAY and general pools as follows:

	TAY	General
Capital	\$5,402,110	\$16,206,331
Operating Subsidy	\$3,419,178	\$10,257,535

As a result of the support and guidance of OHA Board of Commissioners Development Ad Hoc Committee; OHA priorities are identified in this RFP including wrap around services, evidence of best practices for healthy and safe communities, on-site property management, proximity to public transportation, commitment to advancing racial equity, targeting homeless populations and those impacted by gender based violence, integration with the surrounding community and projects offering units with a kitchen and bath.

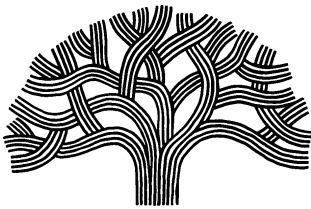
This action will approve the use of HCV reserves to subsidize the City's Homekey Round III projects. Final awards of funding for any project will occur after a thorough review of the proposals against OHA funding criteria and priorities. Additionally, and in accordance with the HCV Administrative Plan Chapter 16, Part I any recommended expenditure of HCV reserves above \$50,0000 must be presented to the Board of Commissioners for approval. As such, after assessing potential teams selected through the DHCD RFP process OHA staff will present to the Board of Commissioners recommendations to award assistance to Homekey III projects. It is expected that each project award will exceed the \$50,0000 threshold.

### **Recommendation:**

It is recommended that the Board of Commissioners authorize the Executive Director to allocate \$15 million in HCV reserves to support project proposals submitted by the City of Oakland in response to State Homekey Round III competition subject to clearance under the National Environmental Policy Act (NEPA).

Attachment: 2022 City of Oakland Homekey RFP  
Resolution

# 2022 Request for Homekey Proposals



**City of Oakland**

**Department of Housing and Community Development**

Release Date: 10/4/22

Due Date: 11/18/22

Table of Contents

I. RFP Timeline..... 3

II. Application Process and Pre-Application Meeting ..... 3

III. State Homekey Program Guidelines..... 3

IV. City Capital and Operating Subsidy Guidelines..... 4

V. City Program Guidelines..... 6

VI. RFP Submittal Requirements..... 11

VII. Project Scoring ..... 14

VIII. City Rules..... 15

IX. Questions ..... 16

X. Relevant Definitions from State Homekey NOFA ..... 16

EXHIBITS ..... 17

# 2022 City of Oakland Request for Homekey Proposals

The City of Oakland Department of Housing and Community Development (City) is seeking proposals for interim, semi-permanent, and permanent affordable housing for homeless and formerly homeless individuals and households under the State of California Homekey program. In addition, semi-permanent affordable housing and interim housing proposals are also being solicited for two city-owned sites, 9481 Edes Avenue and 606 Clara Street. **Any team that meets the requirements of the “Qualifications” section listed below will be eligible to apply under this Request for Proposals (RFP). There will be no separate Request for Qualifications process, and participation in a prior RFP or RFQ is not required.**

Teams seeking to be the City’s co-applicant on a Homekey project must complete the application described below, including all supporting documentation. For the purposes of this RFP, a team is defined as one or more entities that together have the capacity to develop, manage, and provide services for a proposed Homekey project.

Applications must be submitted into the City’s Homekey RFP portal no later than 4:00 p.m. on Friday, November 18, 2022: <https://www.oaklandca.gov/topics/city-homekey>. No email or hard copy submittals will be accepted. Applications submitted after this deadline will not be accepted. **All Exhibits for this RFP are available online at <https://www.oaklandca.gov/topics/city-homekey>.**

The following City housing values and priorities guide the scoring priorities for this RFP:

1. A commitment to advancing racial equity;
2. A commitment to provide housing for persons experiencing homelessness or at risk of homelessness, and who are, thereby, inherently impacted by or at increased risk for medical diseases or conditions due to the COVID-19 pandemic<sup>1</sup>.

The following are a list of notable ways this RFP is different from the 2021 Oakland Homekey RFP:

1. Projects that reserve 25% or more of their units for Transition Aged Youth (TAY) residents shall qualify for a set-aside pool, which will award up to 25% of Oakland’s matching resources. If a project serving TAY residents does not receive funding through the TAY pool, it shall still be eligible for consideration in the main pool.
2. All projects must identify the specific addresses of property used. Scattered site projects are eligible, but the proposal must identify all project addresses.
3. This RFP includes only two City-owned sites, 9481 Edes Avenue and 606 Clara Street, which are adjacent to each other and can be treated as one site. For these sites, the City will consider proposals for interim to semi-permanent (operating up to 15 years) or permanent affordable housing (operating 55+ years), contingent on teams demonstrating built examples of meeting rapid timelines like Homekey’s.

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<sup>1</sup> Homeless or who are At Risk of Homelessness, as defined in 24 CFR part 578.3.

4. The City is relying on the State of California Homekey NOFA and regulations from the 2021-2022 round of Homekey to inform this RFP.

## I. RFP Timeline

October 4th, 2022	City of Oakland Homekey RFP released
October 21, 2022 at 1:00PM	City of Oakland Homekey RFP Pre-Application meeting <a href="https://us02web.zoom.us/j/3202776725">https://us02web.zoom.us/j/3202776725</a>
November 18, 2022 at 4:00PM	Oakland RFP Proposals due to City via City website application portal <a href="https://www.oaklandca.gov/topics/city-homekey">https://www.oaklandca.gov/topics/city-homekey</a>
December 2022	City announces top scoring RFP projects to co-apply for State Homekey NOFA funds, when the State Homekey NOFA is released
TBD-Expected Early Spring 2023	State Homekey NOFA application available

### State Homekey NOFA Schedule Requirements

Expected project timelines based on the 2021-2022 State Homekey NOFA:

1. All Homekey capital funds must be expended within eight months of the date of State Homekey award.
2. Projects must complete all applicable construction and/or rehabilitation within 12 months of the date of State Homekey award.
3. All projects must achieve a full occupancy (fully occupied with consideration for an average of 10% vacancy rate at any given time) within 90 days of construction or rehabilitation completion.

## II. Application Process and Pre-Application Meeting

Applications must be submitted through the City's Homekey website. Paper or e-mail applications will not be accepted. See the City's Homekey website for application portal:

<https://www.oaklandca.gov/topics/city-homekey>

Teams are strongly encouraged to attend a pre-application meeting via video conference, scheduled for October 21, 2022, at 1:00-2:00PM. City Housing staff will review the online application process and be available for questions, and a recording of the meeting will be posted on the City's Homekey website afterwards. See below for Zoom meeting call-in info:

### City of Oakland Homekey RFP Pre-Application Meeting

<https://us02web.zoom.us/j/3202776725>

Meeting ID: 320 277 6725

One tap mobile

+16699009128,,3202776725# US (San Jose)

Dial by your location

+1 669 900 9128 US (San Jose)

## III. State Homekey Program Guidelines

The State has stated that the Homekey Program Notice of Funding Availability, Round 3 (State Homekey

NOFA) will be issued in Spring 2023. Like the 2021-2022 round, we expect that California HCD will accept applications on a continuous, over-the-counter basis until available funds are exhausted.

The City intends to apply jointly with eligible Teams as co-applicants for projects selected through this RFP. The State Homekey NOFA should include a California Environmental Quality Act (CEQA) exemption set forth at Health and Safety Code (HSC) section 50675.1.4 and the provision for land use consistency and conformity set forth at HSC section 50675.1.3, subdivision (i). Although the Homekey CEQA exemption is largely limited to existing buildings, the State has identified alternate streamlining pathways for new construction projects that the City encourages Teams to explore<sup>2</sup>.

#### **Homekey Eligible Projects:**

The City will consider a variety of innovative housing solutions. Awarded funds must be used to provide interim, semi-permanent (up to 15 years) or permanent housing for individuals and families experiencing homelessness. The State will likely set-aside funds for housing serving homeless youth and youth at risk of homelessness.

Eligible Homekey uses may include:

- Acquisition with or without rehabilitation of motels, hotels, hostels, or other sites and assets, including apartments or homes, adult residential facilities, residential care facilities for the elderly, manufactured housing, commercial properties, and other buildings with existing uses that could be converted to permanent housing.
  - Master leasing of properties for non-congregate housing.
  - Conversion of units from nonresidential to residential.
  - New construction of dwelling units.
  - The purchase of affordability covenants and restrictions for units.
  - Relocation costs for individuals who are being displaced as a result of the Homekey project.
  - Capitalized operating subsidies for Homekey units purchased, converted, constructed, or altered.
- Past and existing Homekey projects awarded by the State under the 2020 or 2021 Homekey rounds are ineligible for this RFP.*

## **IV. City Capital and Operating Subsidy Guidelines**

Homekey projects may seek local capital subsidy to meet Homekey match requirements and achieve project feasibility. This match requirement will be a limiting factor for the number of Homekey applications that the City will ultimately support and submit to the State.

The City has identified the City funding for Oakland Homekey projects responding to this RFP. The amount of capital and operating subsidy for the TAY and general pools will not exceed the following:

	<b>TAY</b>	<b>General</b>
<b>Capital</b>	<b>\$5,402,110</b>	<b>\$16,206,331</b>
<b>Operating Subsidy</b>	<b>\$3,419,178</b>	<b>\$10,257,535</b>

<sup>2</sup> In 2021, the State issued a CEQA Exemption Q&A: <https://homekey.hcd.ca.gov/sites/default/files/2021-09/CEQA%20Exemption%20in%20AB%20140%20-%20Questions%20%26%20Answers.pdf>

1. **Capital Subsidy:** The City expects to dedicate up to **\$21,608,441** of City funds as capital match for eligible Homekey projects, comprised of funds from the City's Affordable Housing Impact Fees, Boomerang funds, Excess Redevelopment Bond funds, Low and Moderate Income Housing Asset Funds, and HOME-ARP funds.
  - a. HOME-ARP funds are subject to National Environmental Protection Act (NEPA) review per HUD's implementing regulations at 24 CFR part 58<sup>3</sup>. Please see City Program Guidelines below for more details.
2. **Operating Subsidy:** This RFP identifies the following as potential sources of operating subsidy for Oakland Homekey projects:
  - a. **Homekey Operating Subsidy: 3 years + potential bonuses**
    - i. The State Homekey NOFA may provide up to three years of capitalized operating subsidy at a rate of \$1,000 per unit per month for most Homekey units, and \$1,400 per unit per month for units serving chronically homeless or homeless youth. These subsidy rates are included in the State's application workbook.
    - ii. Although the State included Timely Submission and Expedited Occupancy Bonuses in the 2021-2022 Homekey NOFA, the City will exclude these bonuses when assessing proposals under this RFP.
  - b. **The City may dedicate up to \$13,676,713 in funding towards operating subsidy**  
Please see instructions in Section VI for application proforma guidance.
  - c. **Projects will be considered in two pools: Transition Aged Youth (TAY) and General.** The TAY pool will represent 25% of local capital and operating subsidy funding and will comprise a separate competition than the general pool. However, a TAY project may compete in the general pool if the TAY pool is exhausted by higher scoring TAY projects. To participate in the TAY pool, a project must meet all of the following requirements derived from the last State Homekey NOFA:
    - i. Have at least 25 percent (25%) of Assisted Units reserved for Homeless Youth or Youth at Risk of Homelessness;
    - ii. Have jointly applied and/or partnered with a nonprofit corporation(s), including community-based organization(s), with experience serving Homeless Youth, or Youth at Risk of Homelessness; and
    - iii. Have reasonable proximity to youth-centered amenities, including, but not limited to, community colleges, universities, trade schools, apprenticeship programs, employment programs,

<sup>3</sup> [eCFR :: 24 CFR Part 58 -- Environmental Review Procedures for Entities Assuming HUD Environmental](#)

childcare centers for parenting youth, and community centers for youth (e.g., LGBTQ+ centers, drop-in youth centers).

- d. **Please do not assume that your project will have access to Project-Based Section 8 or other Oakland Housing Authority (OHA) funds.** RFP proposal budgets should not include Project-Based Vouchers (PBVs). The City does not award PBVs. The Oakland Housing Authority (OHA) will assess projects for a capitalized operating subsidy. The City will notify OHA of projects successfully awarded through the State Homekey NOFA, and OHA will evaluate projects for potential funding awards based on its priorities, established process, and funding availability. For any project receiving federal funds, the award is conditioned on compliance with the requirements of the National Environmental Policy Act (NEPA). If funding resources are available, OHA may rely on this RFP process to award them. OHA priorities include projects with wrap around services for the duration OHA investment, evidence of commitment to resident involved best practices for health and safe communities, on-site property management, proximity to public transportation, commitment to advancing racial equity; targeting homeless populations and those impacted by gender based violence, projects integration with surrounding communities, outreach and engagement and projects offering one and two bedroom units with kitchen and bathroom.
- e. **The City may prioritize projects that have secured alternative sources of operating subsidy to those listed above.**

## V. City Program Guidelines

Based on the State Homekey NOFA, the City has established the following conditions to the City Homekey Program.

1. **Qualifications: All Teams are required to meet the minimum qualifications and documentation found in the following subparts.** There will not be a separate Request for Qualifications to identify a list of eligible applicants. For the purposes of this RFP, a team is defined as one or more entities that together have the capacity to develop, manage, and provide services for a proposed Homekey project.
  - a. **Developer/Owner:** Acquisition, development/rehabilitation, ownership, and operation of a project similar in scope and size to the proposed project, completed on time and within budget; OR acquisition, development/rehabilitation, ownership, and operation of at least two affordable rental housing projects in the last ten years, with at least one of those projects containing at least one unit housing the proposed target population. Projects must have been completed on time and within budget.
  - b. **Property Manager:** Three or more years of property management



experience serving the proposed target population.

- c. **Service Provider:** Demonstrated experience providing services to proposed target population.
  - d. **All:** Has/have no non-compliance actions from the City, Alameda County, TCAC, CDLAC, or other State agencies, lenders or tax credit investors in the last five years.
  - e. **All:** Is not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by HUD or any other Federal department or agency.
  - f. **All:** Agrees to maintain the proposed development as affordable rental housing in compliance with all applicable regulatory agreements.
  - g. **All:** Has not had any unfavorable judgments or bankruptcies in the last seven years and is not currently involved in any pending or threatened lawsuits or judgment or bankruptcy involving itself or any entity in which it has been or is now involved, OR provides a complete description of any and all known bankruptcies, unfavorable judgments and/or pending lawsuits involving itself or any entity in which they have been or is now involved. Please note that all entities are required to disclose pending disputes with the City when bids, proposals or applications are submitted for a City contract or transaction.
  - h. **All:** Commitment to using the Coordinated Entry System (CES) for all resident referrals.
  - i. **All:** Uploads:
    - i. For teams of more than one sponsor, please upload an organizational chart
    - ii. Please upload attachments with specific examples supporting your certified qualifications. As much as possible, please consolidate qualifications into one PDF file for each organization.
    - iii. Please upload the City of Oakland Campaign Contributions Disclosure Form with your sponsor qualifications (Exhibit D of this RFP, also available for download on City website)
2. **Only one project per Team will be considered under this RFP.** Please put forth your strongest proposal for City consideration. However, individuals or organizations may be part of multiple teams with different compositions. As the two city sites available in this RFP are adjacent, a project that uses both properties for a single development will still be considered one project.
3. **The City's Homekey website will include a list of interested partners and interested sellers for your information.** Please visit <https://www.oaklandca.gov/topics/city-homekey> for self-reported lists of properties and partners. The City makes no representation regarding the accuracy of this

information and encourages all interested parties to conduct their own due diligence on the information found in this list.

4. **The City will not directly acquire any new Homekey properties.** Teams must acquire, own, develop, and manage the proposed properties (except for the existing City-owned sites). The City will not provide predevelopment funding under this RFP or conduct any due diligence for Teams.
5. **Homekey income and rent levels cannot exceed 30% of Area Median Income (AMI).** However, because the incomes of Oakland residents currently in the Coordinated Entry System are typically well below 30% of AMI, the City may prioritize projects that restrict rents to 30% of tenants' income with very low or no minimum income requirements.

**Rent Limits:** Proposed projects not requesting City subsidy should assume the following Multifamily Tax Subsidy Project (MTSP) income and rent limits adopted by the State Homekey program<sup>4</sup>:

2022 MTSP Regular Income Limits					
Household (HH) Size <sup>5</sup>	1 person	2 persons	3 persons	4 persons	5 persons
Income Limit	\$30,000	\$34,290	\$38,580	\$42,840	\$46,290

2022 MTSP Regular Rent Limits					
Bedroom Size	SRO	0 BR	1 BR	2 BR	3 BR
Rent Limit	n/a	\$750	\$803	\$964	\$1114

Proposed projects that are requesting City matching funds should assume the following income and rent limits prescribed by Sections 50053 and 50052.5 of the California Health and Safety Code:

2022 Official State Income Limits (Use if Local Funds Anticipated)					
Household (HH) Size <sup>5</sup>	1 person	2 persons	3 persons	4 persons	5 persons
Income Limit	\$30,000	\$34,300	\$38,600	\$42,850	\$46,300

2022 Rent Limits (Use if Local Funds Anticipated)					
Bedroom Size	SRO	0 BR	1 BR	2 BR	3 BR
Rent Limit	\$750	\$750	\$857	\$965	\$1,071

6. **Through the Team service provider, Teams should inquire with Alameda County Health Care Services Agency on availability of services funding to support proposed projects.** The City is open to a range in service delivery under Homekey, from permanent supportive housing with wrap-around

<sup>4</sup> Pursuant to California Health and Safety Code Section 50675.1.3

<sup>5</sup> <https://www.oaklandca.gov/resources/rent-and-income-limits-for-affordable-housing>

services to extremely low-income housing with light touch services or service coordination.

7. **Although the State's Homekey NOFA does not require an entire project to be comprised of Homekey units, the City will prioritize projects with fully vacant units that will be quickly available for homeless Oakland residents.** Further, the City will not consider projects that require permanent relocation of any existing tenants.
8. **Up to twenty-five percent (25%) of the City's capital and operating subsidy will be dedicated to projects serving homeless transitional aged youth (TAY) populations.**
9. **The City and Team will be co-applicants to the State for Homekey funding.** The Team will prepare all application materials for City review, and when approved, the City will upload and submit the application through the Homekey portal. If awarded, the State will execute a Standard Agreement with both co-applicants. The City's Department of Housing and Community Development (DHCD) will serve as the main point of contact for selected projects and Teams.
10. **The City will record a regulatory agreement against the project property** that will restrict rents and occupancy and enforce other Homekey and City operational requirements. Please note that the City will not subordinate the priority of its regulatory agreement to private financing.

The term of the regulatory agreement must be at least:

- a. 55 years for permanent affordable housing projects
  - b. 15 years for the purchase of affordability covenants and restrictions for existing residential units, interim or semi-permanent housing, or for master leasing projects.
11. **The State requires that Homekey funds be provided as grants.** Under this structure, the City will accept the Homekey grant capital and operating funds, combine those funds with any local matching subsidy, and enter into a single recoverable grant agreement with the developer/owner member of the Team.
    - a. For-profit partners will likely require a nonprofit partner in the ownership structure to feasibly accept the grant. Project Teams are responsible for determining the tax implications of receiving grant funds.
    - b. The City will secure the grant and the performance of grant covenants with a deed of trust recorded against the property.
  12. **The City supports Teams accessing the CEQA and land use streamlining tools provided by the State Homekey NOFA, and expects Teams to seek counsel for legal advice in applying the exemptions and obligations to their projects.** Teams will be responsible for compliance with the applicable Skilled and Trained Workforce and Prevailing Wage requirements of the Homekey program. For any proposal on the two city-owned sites available through this RFP, applicants should assume in their project timeline that any housing project will require a minimum of 4 months to secure necessary building permits.
  13. **Project- Based Vouchers:** Please do not assume that your project will have access to Project-Based Section 8. RFP proposal budgets should not include Project-Based Vouchers (PBVs). The City does not award PBVs. The Oakland Housing Authority (OHA) will assess projects for a capitalized operating subsidy. The City will notify OHA of projects successfully awarded through the State

Homekey NOFA, and OHA will evaluate projects for potential funding awards based on its priorities, established process, and funding availability. For any project receiving federal funds, the award is conditioned on compliance with the requirements of the National Environmental Policy Act (NEPA). If funding resources are available, OHA may rely on this RFP process to award them. OHA priorities include projects with wrap around services for the duration OHA investment, evidence of commitment to resident involved best practices for health and safe communities, on-site property management, proximity to public transportation, commitment to advancing racial equity; targeting homeless populations and those impacted by gender based violence, projects integration with surrounding communities, outreach and engagement and projects offering one and two bedroom units with kitchen and bathroom.

14. **NEPA:** Projects that are awarded HOME-ARP must be assessed in accordance with the National Environmental Policy Act of 1960 (NEPA) prior to grant closing. Teams must sign a certification that they understand this restriction (see Exhibit A).

- a. **Choice-Limiting Actions Prohibited During NEPA Review.** Teams must refrain from undertaking activities that would have an adverse environmental impact or would otherwise limit the choice of reasonable alternatives between the time of application submittal and when the City has completed its environmental review process. Such activities include acquiring, rehabilitating, converting, leasing, repairing or constructing property, any kind of site preparation, or committing or expending HUD or non-Federal funds for program activities with respect to any project eligible under this NOFA. The prohibition against choice-limiting actions begins on the date that the application is submitted to the City.
- b. If the Team has entered into a purchase agreement or contract for any of the above activities prior to applying for NOFA funds, work may continue pursuant to that contract. But amendments to the contract or new contracts may not be entered into. HOME-ARP funds may not be used to reimburse a Team for project related costs incurred after the Team has submitted the application for funding and before the completion of the City's environmental review process except for activities that are excluded and not subject to federal environmental review requirements, and for certain relocation costs.
- c. Teams are required to hire a qualified NEPA consultant to work with City Planning staff to prepare the NEPA document, any necessary attachments, appendices or analysis, all publication documents, monitoring reports, mailings, and responses to comments, etc. The City's role is solely for review of the documents submitted. Completing the NEPA review, including local and federal noticing periods, takes a minimum of 8-14 weeks after receipt of all necessary information including the entire draft NEPA document, attachments and analysis and is dictated by the project description and type of NEPA document required. Development budgets should include NEPA consultant costs as well as the City review.
- d. **Other Federal Requirements:** The following federal statutes and laws may

apply:

- i. Section 3 of the U.S. Housing Act of 1968, as amended
- ii. Equal Opportunity and related requirements in 24 CFR Section 982.53
- iii. Section 504 of the Rehabilitation Act of 1973
- iv. Americans with Disabilities Act of 1990
- v. Architectural Barriers Act of 1968
- vi. Fair Housing Act of 1988
- vii. National Environmental Protection Act (NEPA) Federal prevailing wage requirements (please note that projects will be required to meet the higher of Federal or State prevailing wage requirements).

**15. Contract Compliance:** Teams must comply with the following City of Oakland employment and contracting programs:

- a. Payment of State prevailing wages (Homekey and City requirement),
- b. If awarded HOME-ARP or OHA funds, payment of Federal Davis-Bacon prevailing wages
- c. City of Oakland Living Wage Ordinance
- d. City of Oakland Equal Benefits Ordinance
- e. Electronic Certified Payroll Submittals
- f. More information can be found at the City of Oakland's website at <https://www.oaklandca.gov/departments/workplace-employment-standards>

If a project receives a funding commitment through this RFP and rehabilitation is part of the project, Teams are required to meet with Contract Compliance staff and contractors (if applicable) before the grant closes. Please contact Vivian Inman ([vinman@oaklandca.gov](mailto:vinman@oaklandca.gov)) for more information.

**16. Maximum Developer Fee:** The maximum allowable developer fee for permanent affordable housing is the lesser of 10% of total development cost or \$1,000,000. Teams may request all or a portion of the developer fee at their discretion; developer fee is not a requirement. Higher limits may be considered for new construction project proposals on a case-by-case basis. Developer fee may be further restricted for transitional housing proposals at the City's discretion.

## VI. RFP Submittal Requirements

To be considered complete, proposals in response to this RFP must include the following components. Failure to complete applicable worksheets will be recorded as a "0" for the applicable scoring category.

- 1. Enter following project info on City website:
  - a. Project Team (including the names of all members)
  - b. Project address
  - c. Project type
  - d. Number of total units
  - e. Number of homeless units
  - f. Target population(s)

## 2. Required uploads

- a. Copy of applicable site control document, e.g., letter of intent or purchase contract.
- b. MOU or joint venture agreement between developer/owner partners: If the Team is a joint venture, an executed joint venture agreement is required, clearly describing the roles and responsibilities of each partner, and identifying who is the lead partner, or if the responsibilities are approximately equally split between the partners. If not applicable, select "N/A".
- c. Organizational chart of partnership or joint venture that features ownership percentages and roles and responsibilities. Not applicable for single entity Teams.
- d. Single PDF of qualifications of the project team, to demonstrate meeting the minimum experience requirements described by the "Qualifications" section listed above.
- e. Audited financial statements for all developer/owner organizations from the past two years. If these are consolidated financial statements, they must also include the standalone financial statements for the parent organization(s). If particular circumstances about an organization's financial position or capacity require explanation, include a narrative summary in addition to the financial statements.
- f. City Certifications (Exhibit A) must be executed by all sponsors
- g. **Homekey Workbook (Exhibit B) must have the following tabs completed.**  
Please enter the Homekey Workbook content but disregard the Homekey Workbook questions regarding attachment uploads.
  - i. **Overview**
  - ii. **Threshold**
  - iii. **Certification & Legal** – please complete the form and upload executed PDF
  - iv. **Supportive Services Plan** – as part of the Supportive Services Plan narrative, please state commitment to referrals through the Alameda County Coordinated Entry System (CES) based on countywide assessment and prioritization process. Please also describe any additional referral or screening process to implement, if any, in the context of Housing First principles<sup>6</sup>.
  - v. **Award, Match, and Revenue**
  - vi. **Development Sources**
  - vii. **Development Budget**
  - viii. **Operating:**
    - Must include City asset monitoring fee of \$610 project base fee + \$8 per unit.
    - Sponsor Partnership Management and Asset Management Fees combined cannot exceed \$12,500 per year.
    - Replacement Reserves of 0.5% of the replacement cost of the structure annually, up to \$500 per unit. For rehabilitation

<sup>6</sup> <https://homekey.hcd.ca.gov/sites/default/files/2021-09/Housing%20First%20Guidance%20Checklist.pdf>

projects, developers will be required to submit a third-party replacement cost analysis (such as a PNA), in which the lifecycle and cost of major building systems is estimated and amortized over the number of units and years.

- ix. **Cash Flow**
- x. **The following tabs from the State Homekey workbook are not required to be completed for this RFP:** Applicant Docs, Local & Environmental Verification, Application Scoring Criteria (see Homekey Self-Score in City workbook below), Application Support, and Upload Checklists.
- h. **City of Oakland workbook (Exhibit C)**
  - i. **Narrative Questions**
  - ii. **Capitalized Operating Subsidy Reserve Worksheet**, if seeking City or OHA operating subsidy, to calculate capitalized operating reserve request through Year 15. Please assume three years of Homekey operating subsidy per Homekey guidelines.
  - iii. **Timeline** for project approvals, permits, environmental clearances, and construction/rehabilitation. Please assume NEPA if requesting City subsidy.
- iv. **Team Experience**
- v. **Homekey Self-Score**

Additional uploads, if available, such as appraisal, Physical Needs Assessment, Preliminary Title Report, Phase I Environmental Report, etc.

**Although not required for this application, all proposals must commit to complying with the following requirements by the time of Homekey Application:**

1. **Resolutions:** City and co-applicants must submit authorizing resolutions that, in the State HCD's reasonable determination, materially comports with the program's requirements and is legally sufficient. For the City, the City Council has already passed a resolution authorizing the City to submit a Homekey application using the local match funds; for developer/owner organizations, this will be a resolution of the organization's governing boards. In addition, each co-applicant shall submit a complete set of its organizational documents (including any amendments thereto).
2. **Appraisal:** "As is" appraisal of the project property to determine fair market value. Appraisals must conform to the Uniform Standards of Professional Appraisal Practice (USPAP), in particular Standards 1 and 2. In addition, appraisals must comply with the appraisal requirements of the Appraisal Institute's Regulation 3. All appraisers must be California State Licensed/Certified.

3. **Physical Needs Assessment:** Acquisition and/or rehabilitation projects must provide a copy of a Physical Needs Assessment (PNA) that describes the deficiencies to be addressed by the rehabilitation, emergency repairs, health and safety issues and lead abatement and asbestos report, if applicable. The PNA must also include preliminary cost estimates for the repairs.
4. **Executed Purchase Contract (if relevant)** with appropriate financing and due diligence contingencies.
5. **Preliminary Title Report** for the project property
6. **Phase 1 Environmental Report** for the project property
7. **Preparation of CEQA Determination**
8. **Preparation of NEPA Determination** (if federal funding awarded)

## VII. Project Scoring

Projects will be scored as follows:

1. Threshold Requirements:
  - a. Only Teams that meet the minimum qualifications listed in the “Qualifications” section above are eligible to participate in this RFP.
  - b. Only one project proposal per Team.
  - c. Project must meet the minimum Homekey score of 120 points using reasonable assumptions.
  - d. Project may not require permanent relocation
  - e. All RFP certifications and submittals must be complete
2. As shown in Homekey Self-Score tab in Exhibit C (207 points max), the City in its discretion may award projects up to 60 additional points for the following:
  - a. Project is feasible with little to no City capital subsidy or operating subsidy, and/or has secured alternative sources of operating subsidy besides Homekey, HHAP, or Section 8 (20 points).
  - b. Purchase contract or exclusive purchase option contract already executed with appropriate financing and due diligence contingencies (20 points).
  - c. Project restricts rents to below 30% AMI rent levels, or down to 30% of income rather than requiring a minimum rent (up to 10 points depending on depth of rent affordability).
  - d. Project can realistically reach full occupancy well within eight months of the date of award and secure Homekey operating bonus (10 points).
3. Projects will be considered in two pools: Transition Aged Youth (TAY) and general. The TAY pool will represent 25% of local capital and subsidy funding and will provide a separate competition than the general pool. However, a TAY project may compete in the general pool if the TAY pool is exhausted by higher scoring TAY projects. To participate in the TAY pool, a project must meet all of the following requirements:
  - a. Have at least 25 percent (25%) of Assisted Units reserved for Homeless Youth or Youth at Risk of Homelessness;
  - b. Have jointly applied and/or partnered with a nonprofit corporation(s),



- including community-based organization(s), with experience serving Homeless Youth, or Youth at Risk of Homelessness; and
- c. Have reasonable proximity to youth-centered amenities, including, but not limited to, community colleges, universities, trade schools, apprenticeship programs, employment programs, childcare centers for parenting youth, and community centers for youth (e.g., LGBTQ+ centers, drop-in youth centers).

## VIII. City Rules

All applicants must agree not to discriminate on the basis of race, color, ancestry, national origin, religion, sex, sexual preference, age, marital status, family status, source of income, participation in a tenant-based rental assistance program, physical or mental disability, Acquired Immune Deficiency Syndrome (AIDS) or AIDS-related conditions (ARC), immigration status, past criminal background or any other arbitrary basis. Projects must meet the requirements of the Americans with Disabilities Act and other applicable disability laws.

Applicants should understand that under the California Public Records Act and the City's Sunshine Ordinance, all documents that are submitted in response to this RFP, including financial information, are considered public records and will be made available to the public upon request, unless specifically exempted under the law.

Please note that under conflict of interest laws, no public official of the City who participates in the decision-making process concerning selection of a developer or a project may have or receive a direct or indirect economic interest in the developer or the project.

The City's issuance of this RFP is not a promise or an agreement that the City will actually fund any project or enter into any contract. The City reserves the right at any time and from time to time, and for its own convenience, in its sole and absolute discretion, to do the following:

- Modify, suspend or terminate any and all aspects of the selection process, including, but not limited to this RFP and all or any portion of the developer selection process;
- Waive any technical defect or informality in any submittal or submittal procedure that does not affect or alter the submittal's substantive provisions;
- Reject any and all submittals;
- Request some or all applicants to revise submittals;
- Waive any defects as to form or content of this RFP or any other step in the selection process;
- Reject all proposals and reissue the RFP;
- Procure the desired proposals by any means other than this RFP or not proceed in procuring the proposals under this RFP; or
- Negotiate and modify any and all terms of an agreement entered into

pursuant to this RFP.

The City may modify, clarify and change this RFP by issuing one or more written addenda. Addenda will be posted on the City's website. The City will make reasonable efforts to notify interested parties in a timely manner of modifications to this RFP but each applicant assumes the risk of submitting its submittal on time and obtaining all addenda and information issued by the City. Therefore, the City strongly encourages interested parties to check the City's web page for this RFP frequently.

## IX. Questions

Please send questions to [HCDinfo@oaklandca.gov](mailto:HCDinfo@oaklandca.gov) and include "Homekey RFP" in the title. Responses to questions will be posted on a rolling basis on the Homekey page of the City HCD website.

## X. Relevant Definitions from State Homekey NOFA

Below are relevant terms as defined by the State in its Homekey NOFA. Please refer to the State Homekey NOFA for more terms and details<sup>7</sup>.

"At Risk of Homelessness" has the same meaning as defined in Title 24 CFR Part 578.3.

"Chronic Homelessness" means a person who is chronically homeless, as defined in Title 24 CFR Part 578.3.

"Door" refers to units at the time of the acquisition, which may differ from the number of units that are available after a conversion of the property. Homekey will fund a maximum grant amount per door, pursuant to the conditions of the Homekey NOFA, which includes both the acquisition cost and any needed Rehabilitation or new construction.

"Extremely Low Income" or "ELI" has the same meaning as in Title 24 CFR Part 93.2.

"Homeless" has the same meaning as defined in Title 24 CFR Part 578.3.

"Interim Housing", "Transitional Housing" or "Congregate Shelter" means any facility whose primary purpose is to provide a temporary shelter for the Homeless in general or for specific populations of the Homeless, and which does not require occupants to sign leases or occupancy agreements.

"Operating Expenses" means the amount approved by the Department that is necessary to pay for the recurring expenses of the Project, such as utilities, maintenance, management fees, taxes, licenses, and supportive services costs, but not including debt service or required reserve account deposits.

"Permanent Supportive Housing" has the same meaning as "supportive housing," as defined at HSC section 50675.14, subdivision (b)(2), except that "Permanent Supportive Housing" shall include associated facilities if used to provide services to housing residents.

"Permanent Housing" means a housing unit where the landlord does not limit length of stay in the housing unit, the landlord does not restrict the movements of the tenant, and the tenant has a lease and

<sup>7</sup> [https://homekey.hcd.ca.gov/sites/default/files/2021-09/NOFA\\_Homekey\\_0.pdf](https://homekey.hcd.ca.gov/sites/default/files/2021-09/NOFA_Homekey_0.pdf)

is subject to the rights and responsibilities of tenancy.

"Target Population" means individuals and families who are experiencing homelessness or who are at risk of homelessness, as defined at HSC section 50675.1.3, subdivision (l), and who are inherently impacted by or at increased risk for medical diseases or conditions due to the COVID-19 pandemic or other communicable diseases.

"Transition Aged Youth" "Homeless Youth" or "Youth at Risk of Homelessness" has the same meaning as defined in Title 24 CFR Part 578.3.

"Unit" means a residential unit that is used as a primary residence by its occupants, including individual units within the project.

"Youth Assisted Unit" means an Assisted Unit serving Homeless Youth, or Youth at Risk of Homelessness, as defined in Title 24 CFR Part 578.3. Pursuant to Section 203, Youth Assisted Units may also serve current and former foster youth through the age of 25.

## EXHIBITS

**All Exhibits for this RFP are available online at <https://www.oaklandca.gov/topics/city-homekey>.**

The exhibits for this RFP include:

- Exhibit A: Required City Certifications
- Exhibit B: State Homekey Workbook
- Exhibit C: City Homekey Workbook
- Exhibit D: Disclosure of Campaign Contributions Form
- Exhibit E: Homekey and City Insurance Requirements
- Exhibit F: City Surplus Land Sites

**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:**

**AUTHORIZING THE EXECUTIVE DIRECTOR TO ALLOCATE \$15 MILLION IN  
HOUSING CHOICE VOUCHER RESERVES TO SUPPORT ROJECT  
PROPOSALS SUBMITTED BY THE CITY OF OAKLAND IN RESPONSE TO  
STATE HOMEKEY ROUND III COMPETITION SUBJECT TO CLEARANCE  
UNDER THE NATIONAL ENVIRONMENTAL POLICY ACT (NEPA)**

WHEREAS, on October 4, 2022, the City of Oakland Department of Housing and Community Development (DHCD) published a Request for Proposals (RFP) seeking proposals from qualified teams for interim, semi-permanent and permanent affordable Housing for homeless and formerly homeless individuals and households under the State of California Homekey program; and

WHEREAS, the DHCD will rely on the State of California Homekey Notice of Funding Availability (NOFA) and regulations from the 2021-2022 round of Homekey to inform this 2022 RFP; and

WHEREAS, Homekey is a statewide funding opportunity for public agencies to act as the lead applicants, for projects that “sustain and rapidly expand housing for persons experiencing homelessness or at risk of homelessness, and who are thereby inherently impacted by COVID-19 and other communicable diseases”; and

WHEREAS, teams selected will partner with DHCD as co-applicant to submit an application when the State Homekey Round III competition opens which is anticipated in Spring 2023; and

WHEREAS, the goal of DHCD is to have projects approved and ready to immediately submit applications improving the opportunity for a funding award; and

WHEREAS, on December 6, 2021, the OHA Board of Commissioners (BOC) adopted resolution 5013 which allocated \$15 million in Housing Choice Voucher Reserves for Homekey II; and

WHEREAS, on January 24, 2022, the BOC approved conditional funding awards for three projects - Coliseum Way for \$4,572,041, Piedmont Place for \$4,905,755 and The Phoenix for \$3,226,453, for a total of \$12,704,249; and

WHEREAS, two projects have since declined the OHA operating subsidy funding; and

WHEREAS, Piedmont Place elected not to move forward due to requirements of NEPA and the Phoenix declined the award upon receiving State Accelerator funding; and

WHEREAS, a notable addition to 2022 Homekey III RFP is a set-aside pool of funding for projects that reserve 25% or more of their units for Transition Aged Youth (TAY); and

WHEREAS, the DHCD deadline for submission of proposals is November 18, 2022; and

WHEREAS, DHCD has identified City of Oakland capital and operating subsidy for TAY and general pools combined total of \$35,285,134; and

WHEREAS, as a result of the support and guidance of OHA's Board of Commissioners Ad Hoc Development committee, OHA priorities are identified in this RFP including wrap around services, evidence of best practices for healthy and safe communities, on-site property management, proximity to public transportation, commitment to advancing racial equity and more; and

WHEREAS, this action will approve the use of HCV reserves to subsidize the City's Homekey Round III projects; and

WHEREAS, final awards of funding for any projects will occur after a thorough review of the proposals against the Authority's funding criteria and priorities; and

WHEREAS, in accordance with HCV Administrative Plan Chapter 16, Part I any recommended expenditure of HCV reserves above \$50,000 must be presented to the Board of Commissioners for approval.

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

THAT, the Board of Commissioners authorize the Executive Director to allocate \$15 million in Housing Choice Voucher reserves to support project proposals submitted by the City of Oakland in response to the State Homekey III competition subject to clearance under the National Environmental Policy Act (NEPA); and

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

*I 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 October 24, 2022.*

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Secretary

**ADOPTED:**

**RESOLUTION NO.**



**ITEM: VII.B.**

## **Executive Office Oakland Housing Authority MEMORANDUM**

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**To:** Board of Commissioners

**From:** Patricia Wells, Executive Director

DS  
PW

**Subject:** Consideration of a resolution considering the environmental effects of the execution of a non-binding Term Sheet, Development and Loan Agreement, and award of Project-Based Vouchers for the development of affordable housing at the West Oakland BART Transit-Oriented Development, and adopting mitigation measures and findings regarding the project pursuant to the California Environmental Quality Act.

**Date:** October 24, 2022

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**Purpose:** Consideration and approval of a resolution finding that the Board of Commissioners has considered the environmental effects of the affordable housing project in the West Oakland BART Transit-Oriented Development project ("Project") and adopting a standard conditions of approval and mitigation monitoring and reporting program ("SCAMMRP") and environmental findings regarding the Project ("CEQA Findings") in compliance with the California Environmental Quality Act ("CEQA").

The City of Oakland ("City") previously certified an Environmental Impact Report ("EIR") for the Project and adopted the SCAMMRP on July 15, 2014. The City adopted an Addendum to the EIR on February 6, 2019. The City also adopted the CEQA Findings, statement of overriding considerations, and SCAMMRP on July 15, 2014.

**Funding:** No funding is requested.

### **Background**

The Oakland City Council approved the West Oakland Specific Plan, a component of which is the "Affordable Project," also referred to as "Mandela Station Affordable. The Affordable Project consists of up to 238 units of affordable housing and two manager's units. Staff recommends the Oakland Housing Authority Board of Commissioners authorize the Executive Director, subject to certain conditions, to negotiate and execute a non-binding Term Sheet and a binding Development and Loan Agreement related to the Authority's intended contribution of Project-Based Vouchers and one or more loans to the Affordable Project.

### **CEQA Analysis**



## Mandela Station Affordable Environmental Effects CEQA &amp; Findings

## Page 2 of 3

Each of the Authority's actions summarized above are components of the Affordable Project, and the Authority's discretionary approval is required to approve each action. As the Lead Agency for the Project, as defined by CEQA Guidelines Section 15051, the City prepared an EIR for the West Oakland Specific Plan (State Clearinghouse No. 2012102047) and certified it on July 15, 2014. The City approved an Addendum to the EIR under Guidelines Section 15164 for development of the West Oakland BART Transportation-Oriented Project, which includes the Affordable Project. Now, because the Authority's discretionary approval is required to negotiate a non-binding Term Sheet, enter into a Development and Loan Agreement, and contribute vouchers and one or more loans to the Affordable Project, the Authority is a "Responsible Agency" for CEQA purposes and is required to follow the process defined in CEQA Guidelines Section 15096 prior to taking action on the Project.

The CEQA Addendum finds that although the West Oakland BART Transportation-Oriented Development Project adds project-level details to a site identified in the West Oakland Specific Plan for development, the project changes would not result in new significant environmental effects or a substantial increase in the severity of impacts identified in the EIR.

Pursuant to CEQA Guidelines Section 15097, the City adopted a SCAMMRP to impose specific and enforceable mitigations measures on the Project to substantially lessen or eliminate all significant effects where feasible.

Because the Certified EIR concluded that it was not feasible to mitigate all of the West Oakland Specific Plan's significant environmental effects to a less-than-significant level, the City also adopted a statement of overriding considerations pursuant to CEQA Guidelines Section 15093 making findings that the specific economic, legal, social, technological, environmental, and other considerations described in the CEQA Findings and the benefits of the Project outweigh the remaining significant environmental effects. In addition, the City's CEQA Findings included all of the findings regarding the Project's potential environmental effects required by CEQA Guidelines Section 15091.

Pursuant to CEQA Guidelines Section 15162, no subsequent environmental review shall be required when, as here, an EIR has been certified for a project unless certain events have occurred. As demonstrated by substantial evidence in the record, none of the conditions specified in CEQA Guidelines Section 15162 requiring subsequent or supplemental environmental analysis have occurred; therefore, no new environmental analysis is required to comply with CEQA. Specifically, the Authority's approvals do not include any substantial changes in the Affordable Project or the EIR and Addendum, and because there is no change in the Affordable Project, the Authority's actions would not result in new significant environmental effects or a substantial increase in the severity of previously identified significant effects necessitating any revisions to the EIR. Similarly, there is no evidence in the record that substantial changes have occurred with respect to the circumstances under which the Affordable Project is to be undertaken that will require revisions of the EIR. Finally, there is no new information of substantial importance in the record, which was not known and could not have been known with the exercise of

## Mandela Station Affordable Environmental Effects CEQA & Findings

Page 3 of 3

reasonable diligence at the time the Project was first approved, that shows new or considerably different significant effects, mitigation measures, or alternatives than those that were analyzed in the EIR.

Because no new effects could occur or no new mitigation measures would be required under CEQA Guidelines Section 15162, CEQA Guidelines Section 15096 permits the Authority to take discretionary actions to negotiate a non-binding Term Sheet, enter into a Development and Loan Agreement, and contribute Project-Based Vouchers and one or more loans to the Affordable Project in its role as a Responsible Agency, provided that the Authority considers the Project's environmental effects prior to acting and adopts the City's SCAMMRP and the CEQA Findings as its own.

The EIR, Addendum, SCAMMRP, and the CEQA Findings are lodged with the Secretary of the Board of Commissioners of the Authority for public review as part of the administrative record.

### **Recommendation**

Staff recommends that the Board of Commissioners of the Authority, as the Responsible Agency, adopt the proposed resolution which would establish that the Authority has considered the environmental effects of the Affordable Project as analyzed in the EIR and Addendum, and adopt, as its own, the SCAMMRP and the CEQA Findings adopted by the City on July 15, 2014 and November 4, 2020, consistent with CEQA requirements.

Attachment:           Resolution

**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:**

**A RESOLUTION CONSIDERING THE ENVIRONMENTAL EFFECTS OF THE  
NEGOTIATION AND EXECUTION OF A NON-BINDING TERM SHEET, A  
DEVELOPMENT AND LOAN AGREEMENT FOR THE LOAN OF MTW FUNDS, AND  
AN AWARD OF PROJECT BASED VOUCHERS FOR THE DEVELOPMENT OF  
AFFORDABLE HOUSING AT THE WEST OAKLAND TRANSIT-ORIENTED  
DEVELOPMENT, AND ADOPTING MITIGATION MEASURES AND FINDINGS  
REGARDING THE PROJECT PURSUANT TO THE CALIFORNIA ENVIRONMENTAL  
QUALITY ACT**

WHEREAS, the Oakland Housing Authority desires to assist Mandela Station Affordable LP (the "Partnership") to construct a proposed development of 238 units of affordable housing and 2 manager units (the "Affordable Project") as part of the approved master plan at West Oakland BART Transit-Oriented Development; and

WHEREAS, to assist the Partnership in developing the Affordable Project, the Authority has authorized its Executive Director, subject to certain conditions, to negotiate and execute a non-binding Term Sheet and binding Development and Loan Agreement related to the Authority's intended contribution to the Partnership in an amount of approximately \$28,300,000 in the form of project-based vouchers and one or more loans; and

WHEREAS, the City of Oakland ("City"), acting as the lead agency, certified the final Environmental Impact Report ("EIR") for the West Oakland Specific Plan (State Clearinghouse No. 2012102047) on July 15, 2014 pursuant to the California Environmental Quality Act ("CEQA"); and

WHEREAS, the City, acting as the lead agency, approved an Addendum to the EIR on February 6, 2019 (together with the 2014 EIR, the "Certified EIR") for the transit oriented development located at 1451 7th Street, which analyzed the construction of three new mid-rise and high-rise buildings, retail under BART tracks, a row of residential duplexes for a total of 762 residential units, underground parking lot, surface plaza, and circulation elements (the "West Oakland BART Transit Oriented Development Project" or "WOB TOD"), of which the Affordable Project is a component; and

WHEREAS, the Certified EIR showed that with the incorporation of all feasible mitigation measures, the WOB TOD would result in significant and unavoidable impacts; and

WHEREAS, pursuant to CEQA Guidelines Sections 15091, 15093, and 15097, on July 15, 2014, the City adopted environmental findings and a statement of overriding considerations, and on November 4, 2020 adopted additional environmental findings to support the EIR Addendum ("CEQA Findings"), and on July 15, 2014 adopted a standard conditions and mitigation monitoring and reporting program ("SCAMMRP"); and

WHEREAS, the administrative record, including the Certified EIR, the CEQA Findings, and the SCAMMRP is lodged with the Secretary of the Board of Commissioners of the Authority; and

WHEREAS, as a responsible agency, the Authority has considered the environmental effects of the Project as shown in the Certified EIR pursuant to CEQA Guidelines Section 15096.

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

THAT, the Board of Commissioners, on behalf of the Authority as the responsible agency, has considered the environmental effects of the West Oakland BART Transit Oriented Development Project as shown in the Certified EIR pursuant to CEQA Guidelines Section 15096(f); and

THAT, the Board of Commissioners, on behalf of the Authority as the responsible agency, exercising its independent judgment and analysis, finds that no subsequent environmental review for the West Oakland BART Transit Oriented Development Project is required pursuant to CEQA Guidelines Section 15162 because the West Oakland BART Transit Oriented Development Project would not result in any new significant environmental effects or a substantial increase in the severity of any previously identified effects beyond those disclosed and analyzed in the Certified EIR certified by the City, nor would new mitigation be required for the West Oakland BART Transit Oriented Development Project beyond the measures identified in the Certified EIR and included in the SCAMMRP; and

THAT, the Board of Commissioners, on behalf of the Authority as the responsible agency, exercising its independent judgment and analysis, hereby adopts as its own the

SCAMMRP that was adopted by the City of Oakland, as lead agency, with regard to the West Oakland BART Transit Oriented Development Project, pursuant to CEQA Guidelines Section 15096(g); and

THAT, the Board of Commissioners, on behalf of the Authority as the responsible agency, exercising its independent judgment and analysis, hereby adopts as its own the CEQA Findings, that were adopted by the City of Oakland, as lead agency, with regard to the West Oakland BART Transit Oriented Development Project, pursuant to CEQA Guidelines Section 15096(h); and

THAT, by this reference, the Board of Commissioners, on behalf of the Authority as the responsible agency, exercising its independent judgment and analysis, incorporates the text of the Certified EIR, the SCAMMRP, and the CEQA Findings in their entirety, and adopts all findings with respect to the scope and nature of mitigation measures, West Oakland BART Transit Oriented Development Project and cumulative impacts, the basis for determining the significance of impacts, the comparison of the alternatives to the West Oakland BART Transit Oriented Development Project, the determination of the environmentally superior alternative, and the reasons for approving the West Oakland BART Transit Oriented Development Project as though each finding were independently stated in this Resolution; and

THAT, the Executive Director, on behalf of the Authority, is authorized to complete and submit a Notice of Determination meeting the requirements of CEQA Guidelines Section 15094 pursuant to CEQA Guidelines Section 15096(i).

*I certify that the foregoing resolution is a full, true and correct copy  
of a resolution passed by the Board of Commissioners of the Housing Authority  
of the City of Oakland, California on October 24, 2022.*

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Secretary

**ADOPTED:**

**RESOLUTION NO.**



**ITEM: VII.C.****Executive Office****Oakland Housing Authority MEMORANDUM**

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To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Resolution authorizing the Executive Director to execute a non-binding Term Sheet and, after receiving NEPA approval, execute agreements related to the financing and development of the Mandela Station Affordable development by providing one or more loans of MTW funds and a commitment of Project-Based Section 8 Vouchers

Date: October 24, 2022

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Purpose: This action will facilitate the negotiation and execution of a non-binding Term Sheet and continued negotiation and execution, after receiving CEQA and NEPA approval, of agreements to assist in the development of the Mandela Station Affordable development by providing one or more loans of MTW funds and a commitment of Project-Based Section 8 Vouchers.

Funding: This action will require an allocation of approximately \$19 million in MTW funds in from FY 2023 through FY 2026. An initial installment of up to \$3 million in predevelopment funding is included in the approved FY 2023 Agency budget.

**Background****Mandela Station Development Plan**

The Bay Area Rapid Transit District (BART) is redeveloping many of its station parking lots into transit-oriented development (TOD) projects. TOD projects are higher density, often mixed-use developments adjacent to transit. TOD locates housing and jobs near transit, potentially reducing the need for driving and increasing transit ridership. TOD projects have already been completed at the Fruitvale, MacArthur, and Coliseum BART Stations in Oakland. TOD projects are in the planning stages at the West Oakland and Lake Merritt Stations.

Planning for a TOD project at the West Oakland Station has been underway for a number of years. In 2015, BART entered into an Exclusive Negotiating Agreement with a Master Developer for the West Oakland Station TOD project, which is referred to as Mandela Station. The Mandela Station project includes four components:

- A. Redesigned BART entry plaza and retail space under the BART tracks.
  - B. Commercial/office building: a 300,000 square foot, eight-story mid-rise building.
- The developers are currently looking at developing this building for use by the

## Mandela Station Affordable Term Sheet and Development & Loan Agreement

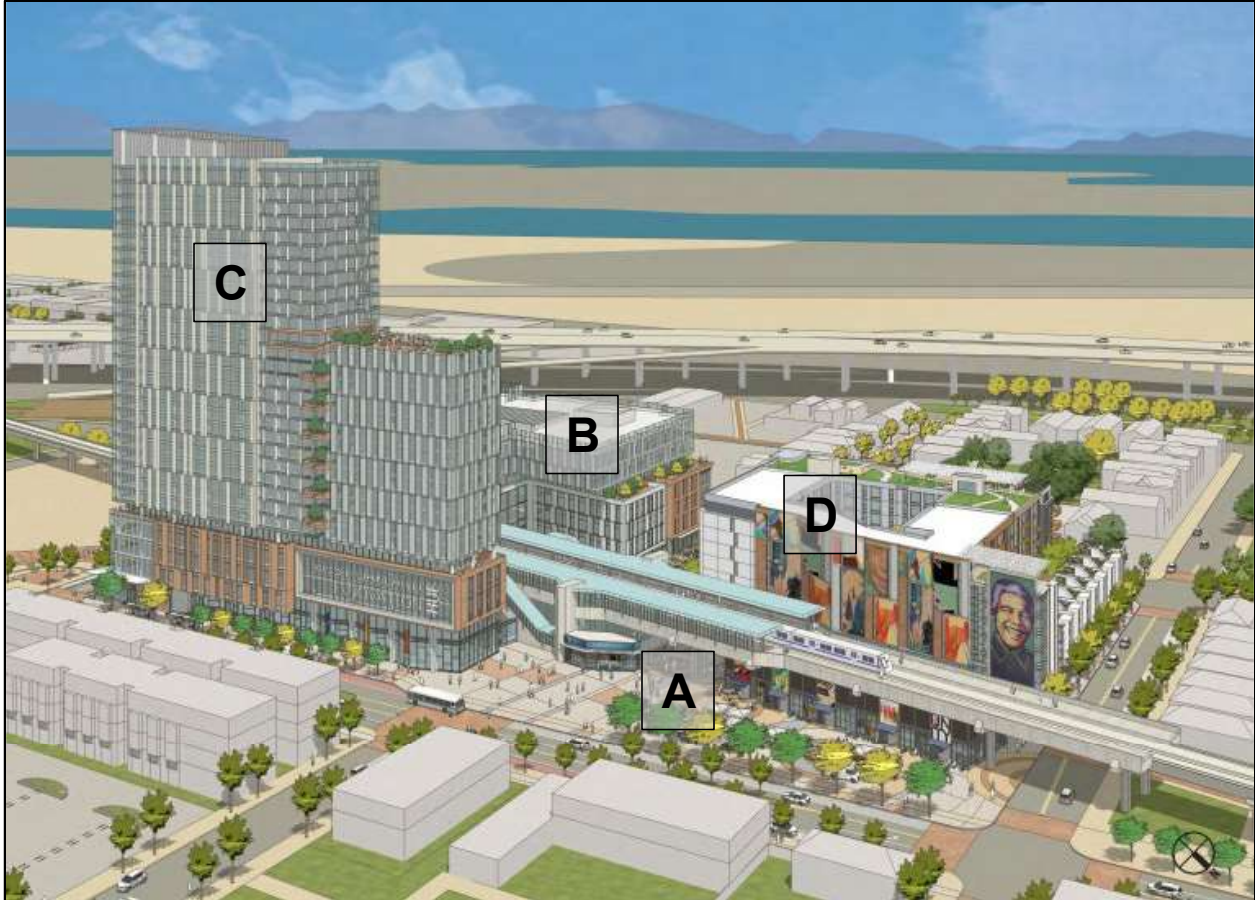
### Page 2 of 8

biotech or life sciences industry.

C. Market-rate residential building: a 520-unit, 30-story building.

D. Affordable residential building: a 240-unit, seven-story building.

Each of the components would have retail space on the ground floor. There would be a total of 53,000 square feet of ground floor retail space across the four components.



Source: West Oakland Station Preliminary Development Plan, January 28, 2019

The Mandela Station project has received planning entitlements from the City of Oakland. One of the conditions of approval of the project requires that the market-rate residential building may not be completed before the affordable residential building. This will provide assurance that the project will include both market-rate and affordable housing.

### **Mandela Station Affordable**

MSA is being developed by Mandela Station, LLC, a joint venture of Strategic Urban Development Alliance (SUDA) and MacFarlane Development Company. SUDA is an Oakland-based developer that has completed office and residential projects in Oakland. MacFarlane is a San Francisco-based real estate development and investment company that has developed mixed-use, multifamily, retail, office, and hotel projects in urban markets including San Francisco, Washington, D.C., New York, Seattle, and Los Angeles.



## Mandela Station Affordable Term Sheet and Development &amp; Loan Agreement

Page 3 of 8

Mandela Station, LLC, has formed Mandela Station Partners, LP (the Partnership), to serve as the project owner and borrower for Mandela Station Affordable. The seven-story Mandela Station Affordable building is planned to include 238 affordable units and two manager units, with the following unit mix:

Unit Size	Number of Units
Studio	41
1 Bedroom	138
2 Bedroom	45
3 Bedroom	14
Total Affordable	238
Manager Units	2
Total Units	240

It is estimated that the project will have a \$201 million total development cost. The development team has secured a \$20.5 million award of funding from the California Affordable Housing and Sustainable Communities (AHSC) program. The project will also be financed with a permanent first mortgage and deferred developer fee. The development team is working to secure the remainder of financing needed to develop MSA. Financing may come from a combination of the following sources:

- Federal and State Low Income Housing Tax Credit equity,
- California Department of Housing and Community Development (HCD) Housing Development Accelerator Program (HDAP),
- HCD Multifamily Housing Program (MHP),
- HCD Infill Infrastructure Grant (IIG),
- California Housing Finance Agency (CalHFA) Mixed Income Program (MIP),
- California Department of Toxic Substances Control (DTSC),
- Alameda County funding for permanent supportive housing development,
- City of Oakland Enhanced Infrastructure Financing District (EIFD) funding, and
- Oakland Housing Authority soft loan of MTW funds.

### Exclusive Negotiating Agreement

The MSA developers approached the Authority in 2019 with a request to provide a loan and Section 8 Project-Based Vouchers (PBVs) to help finance the project. The Authority began evaluating the project and discussing the potential terms of OHA's participation in the project. With Resolution No. 5010, adopted on December 6, 2021, the Board of Commissioners authorized the Authority to enter into an Exclusive Negotiating Agreement (ENA) with the developer of MSA. The ENA was executed on January 24, 2022.

The ENA established a two-stage negotiating process. During Stage One, the Authority and the MSA developers agreed to negotiate a nonbinding Term Sheet, which would outline an agreement on the overall terms and conditions of the Authority's participation in the project. At this time, the Authority and the developers have completed the Stage One negotiations. Staff is seeking direction from the Board of Commissioners on whether

## Mandela Station Affordable Term Sheet and Development & Loan Agreement

### Page 4 of 8

to move forward with OHA's participation in the MSA development according to the terms that have been negotiated, including but not limited to those set forth below under "Proposed Terms for Authority Participation in MSA."

If the Board approves the proposed terms, the negotiations will move to Stage Two. During Stage Two, the Authority and the developers will work to negotiate a Development & Loan Agreement (DLA) for the project. The DLA would be a detailed, legally binding document that would contain an agreement for the Authority to provide financing and PBVs for the project and obligations of the developer to complete the project using the Authority's financing. It is anticipated that the Authority would also execute other agreements related to the development, such as loan agreements, a regulatory agreement, an option agreement, and a right of first refusal agreement at the same time or subsequent to executing the DLA.

### **Proposed Terms for Authority Participation in MSA**

#### *Economic Contribution*

Under the proposed Term Sheet, the Authority would provide economic assistance to MSA in the form one or more long-term loans and a commitment of Project-Based Vouchers (PBVs). PBVs can help finance affordable housing developments by increasing the amount of rental income the project will generate, which in turn increases the size of mortgage the project can support.

Under the proposed Term Sheet, the Authority would provide economic assistance totaling \$28.3 million, including the mortgage increment value of the PBVs. It is proposed that the Authority would provide 60 PBVs to Mandela Station. The mortgage increment value of the PBVs will depend on the distribution of units the PBVs are placed on, the contract rent, and the interest rate on the project's first mortgage. Based on current assumptions for these factors, the mortgage increment value of the PBVs is estimated at approximately \$9.3 million.

The remainder of the Authority's contribution would be provided as one or more soft loans. Based on current assumptions, the total soft loan amount would be approximately \$19 million. Up to \$3 million of the soft loan(s) would be provided as a predevelopment loan, with the remainder of the soft loan(s) to be drawn during the construction and stabilization period.

The size of OHA's economic contribution was determined based on preliminary projections of the funding the project will be able to obtain from other sources and the amount of remaining funding needed. The actual amount of funding that will be raised from other sources will be determined as the project continues to apply for funding over the next 12 months.

At 240-units, MSA would be the largest development partnership that the Authority has participated in, and, likewise the \$28.3 million would be a larger dollar amount of economic assistance than the Authority has provided to other projects it has assisted. However, on a per-unit basis, this \$28.3 million commitment is lower than the average level of

## Mandela Station Affordable Term Sheet and Development &amp; Loan Agreement

## Page 5 of 8

assistance the Authority has provided to other projects. In partnership projects that were placed in service over the past 10 years, OHA has provided PBVs for an average of 58 percent of the units, compared with a proposed commitment of PBVs for 25 percent of the units in MSA. A soft loan of loan of \$19 million would be approximately \$80,000 per unit. The average OHA cash contribution to projects completed in the past 10 years, adjusted for inflation, was \$89,000 per unit.

*Special Limited Partner Interest and Authority Regulatory Agreement as Alternatives to OHA Land Ownership*

In the past, when the Authority provided loans to other projects, it has also purchased the project site. This enabled the Authority to control the site and ensure that it would continue to be used for affordable housing over the long term. In addition, Authority land ownership allowed OHA to award PBVs projects without selecting them through a competitive process based on provisions of the Housing Opportunity Through Modernization Act (HOTMA) and OHA MTW activities. If the Authority does not have an ownership interest in the land or the project, it may only award PBVs to projects that have been selected through a competitive process conducted by OHA or another public agency.

Due to BART's policy of retaining ownership of the land under TOD projects at BART stations, BART will not sell the MSA site to the Authority. In 2020, the Board of Commissioners approved Resolution No. 4936 allowing the Authority to participate in development partnerships on sites owned by other public agencies by controlling the affordable housing land through a long term ground lease instead of purchasing the site outright. At that time, it was envisioned that the Authority would lease the site from BART and then sublease the site to the limited partnership that would develop and own the project.

After reviewing the proposed ground lease structure with the developers and legal counsel, it was determined that this "sandwich" structure could expose the Authority to undesired liability to BART in the event that the limited partnership did not comply with all of the terms of the ground lease. Instead of purchasing the land or entering into a long term ground lease, it is now proposed that the Authority (or a single-member limited liability company controlled by the Authority or an affiliate of the Authority) will be a special limited partner in Mandela Station Affordable LP, the limited partnership entity that will construct and own the project.

The Authority's role as a special limited partner will allow it to meet the ownership requirements for awarding PBVs without a competitive process. The Authority will require certain rights for the special limited partner, including rights to approve any changes in affordability restrictions and rights to approve changes of partners in the limited partnership.

As a method of promoting long-term housing affordability in lieu of owning the land or holding a long term ground lease, it is proposed that the Authority would require BART to record a 99-year regulatory agreement on BART's fee-simple owner interest in the land. In addition to imposing affordability restrictions on the property, this agreement would also

## Mandela Station Affordable Term Sheet and Development & Loan Agreement

### Page 6 of 8

provide other rights to OHA, including but not limited to the right to approve the property manager, the tenant selection plan and tenant lease, requirements for operating and replacement reserves, and restrictions on transfers of ownership of the development.

The power of a regulatory agreement to impose affordability restrictions depends on what ownership interest it encumbers and whether it can be superseded by the rights of any other party. A regulatory agreement is strongest if recorded on a fee-simple ownership interest, senior to the rights of others. (For example, senior to a lender's right to foreclose through a deed of trust.) A regulatory agreement's effectiveness will be limited by such circumstances as: (1) holding a position junior to another lender's deed of trust, which could allow any rights of the junior party to be eliminated in foreclosure; and (2) encumbering a leasehold interest, which would be eliminated if the ground lease is terminated, thereby also terminating any rights encumbering the leasehold.

The Board of Commissioners could chose to set specific requirements for the position of the regulatory agreement, but strict requirements may be incompatible with the requirements of other funders or BART. Another approach would be to set guidelines within which the Executive Director can negotiate with other funders or BART for the best possible position, including by negotiating for provisions in the ground lease and in other funding document to permit OHA to exercise some rights to maintain the use of the property for affordable housing. The attached resolution takes the latter approach.

BART has allowed a regulatory agreement requiring project affordability to be recorded on the fee-simple owner interest in its land for other affordable housing development projects, and BART has a goal for BART station TOD projects to include affordable housing. Therefore, it is expected that BART can agree to record a regulatory agreement on its fee-simple owner interest in the MSA land. However, this remains to be determined through negotiation of the BART ground lease, the OHA regulatory agreement, and the requirements of other funders. In the event BART is unwilling to record a regulatory agreement on its fee-simple owner interest in the land, some lesser degree of protection for long-term affordability can be achieved by recording a regulatory agreement on Mandela Station Affordable LP's leasehold interest instead.

#### *Other Principles*

The proposed Term Sheet includes a number of other principles for the Authority's participation in MSA. These principles are designed to ensure that the overall Mandela Station development provides the maximum possible benefit to the Authority and its residents. These principles include:

- The right to approve the resident selection criteria for PBV units and priority access to both PBV and non-PBV units for current residents of other OHA properties.
- An option to require rent-restricted units in the market rate residential tower at Mandela Station in exchange for an OHA payment to offset the reduction in financing capacity and equity returns that would result from reducing the rent for those market rate units.
- An option for the Authority to lease one of the ground-floor commercial spaces in MSA at rental rate not to exceed half of the fair market rent. Possible uses for this

## Mandela Station Affordable Term Sheet and Development &amp; Loan Agreement

Page 7 of 8

space could include for a West Oakland satellite office for OHA including OHAPD or subleasing it to a community-based non-profit for job training, retail operations, or a business incubator space.

- A goal to have at least ten percent of the on-site management and operating staff for the overall Mandela Station Development be OHA residents.
- At the end of the 15-year tax credit compliance period, the option to purchase the development or to acquire the tax credit investor's interest in the development partnership, which would allow the Authority to become the owner of a greater than 99 percent share of the development.
- Requirements for the property to contribute healthy deposits to replacement reserves, which should reduce the likelihood that there is a large amount of deferred maintenance required after the Authority acquires the investor's interest in the property.
- Requirements for minimum funding levels for resident services.

### **Timing of OHA's Commitment**

There is a degree of uncertainty about MSA's development timeline and the ability to secure financing for the affordable housing development project as it is currently envisioned. In addition to a commitment from the Authority, the development team needs to secure financing commitments from state, county, and/or city sources. It may also pursue loans for affordable housing development from philanthropic organizations. Many of these sources are highly competitive and it is uncertain when MSA will obtain enough financing to begin construction.

While MSA is looking for other financing sources, the cost to complete the project may also increase. Construction materials and labor costs have increased dramatically in the past three years, and they could continue to increase. In addition, interest rates have increased as the Fed tries to reduce inflation.

After pursuing all other available financing sources, there is a reasonable chance that the project will still have a financing gap. In this event, the MSA developers might request additional financing from the Authority. OHA staff and the Board of Commissioners could consider this request and decide whether it is in the Authority's best interest to provide additional financing to allow the project to move forward.

Approving the proposed Term Sheet does not create any obligation to award additional funding to MSA in the future. Any increase in OHA's funding of the project would require action by the Board of Commissioners.

While there is a possibility that MSA will request additional funding in the future, there are several reasons for the Authority moving forward with steps to make a commitment to the project at this time. Providing evidence of the Authority's support for the project through a Board approval and the execution of a DLA will help MSA obtain additional funding. A project is more competitive for many state funding sources if it has firm commitments of local funding. In addition, a Board action approving funding from OHA is necessary for MSA to complete the NEPA approval process. Completing NEPA is an important

## Mandela Station Affordable Term Sheet and Development & Loan Agreement

### Page 8 of 8

milestone for project readiness and will also help the project obtain financing.

Finally, the Exclusive Negotiating Agreement is set to terminate on December 6, 2022, if agreement on a Term Sheet is not reached by that date. While the Authority and the MSA developer could agree to extend this deadline, Authority staff and the MSA developer both believe it would be beneficial to adopt this Term Sheet and move ahead to negotiations on the DLA.

The proposed Board action would not be an open-ended reservation of OHA funds and PBVs for MSA. A binding commitment of OHA funds and PBVs would only be made if a mutually agreeable DLA is negotiated and executed. If a DLA is executed, the DLA and the Authority's commitment to the project would be set to expire on December 31, 2024 if the close of construction financing has not occurred by that date. The DLA may be extended for one additional year at the discretion of the Executive Director.

### **Recommended Action**

It is recommended that the Board of Commissioners adopt the proposed resolution which would:

- Authorize the Executive Director to accept the proposed Term Sheet for the Authority's participation in the Mandela Station Affordable development, and
- Authorize the Executive Director to negotiate and, after receiving NEPA approval, execute a binding Development and Loan Agreement and other agreements regarding the Authority's participation in the project, provided that such documents include, and are not inconsistent with, the particular terms stated in the Board's authorizing resolution, and
- Provide a commitment, subject to NEPA approval, of up to 60 Project-Based Section 8 Vouchers and one or more loans of MTW funds that, in combination with the PBVs, will provide a total economic contribution of \$28,300,000 for the project.

Attachments: Resolution No. 4936  
Resolution No. 5010  
Resolution

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

On Motion of Commissioner: Mark Tortorich

Seconded by Commissioner; Vice-Chair Anne Griffith

and approved by the following vote:

AYES: Commissioners Tortorich, Griffith, Castillo, Montgomery, Wright, Hartwig, Jung-Lee

NAYS: 0

ABSTAIN: 0

ABSENT: 0

EXCUSED: 0

**THE FOLLOWING RESOLUTION WAS ADOPTED:                   NUMBER: 4936**

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO MODIFY THE  
AUTHORITY'S LAND OWNERSHIP REQUIREMENT FOR AFFORDABLE  
HOUSING PARTNERSHIPS TO ALLOW THE AUTHORITY TO NEGOTIATE  
LONG-TERM GROUND LEASES FOR SITES OWNED BY OTHER PUBLIC  
AGENCIES WHERE THE LAND CANNOT BE PURCHASED, CONTINGENT ON  
THE LEASE HAVING TERMS FAVORABLE TO THE AUTHORITY**

WHEREAS, the Authority, through its Office of Real Estate Development has participated as a financing and development partner in seventeen (17) affordable housing developments totaling 1,946 units since 2003; and

WHEREAS, the following terms have provided a starting framework to all negotiations with prospective partners: the purchase and ownership of the land and conveyance of the land through a long term ground lease to the developer; the option and first right of refusal to purchase the limited partner's ownership interests in a tax credit project; up to 50% of a project's predevelopment financing needs; possible capital funds as a permanent, subordinate, residual receipts loan; a portion of the owner's developer fee to cover the Authority's project-related expenses; and possible Project-Based Section 8 Vouchers; and

WHEREAS, while many of these terms have been negotiable, the Authority has not previously been flexible with regards to its ownership of the land and the conveyance of the land to the affordable developer through a ground lease as a means of ensuring that the property remains as a permanent resource for affordable housing in exchange for our financial participation and partnership; and

WHEREAS, the Authority has recently been approached by interested affordable developers who are requesting our partnership and financing assistance but whose project sites are owned by public agencies who wish to retain their land ownership; and

WHEREAS, these public agencies are interested in redeveloping their properties for non-agency uses but they also desire to maintain their own ownership and to convey their land via their own ground leases; and

WHEREAS, staff asserts that in such situations, it may be in the Authority's interest to explore potential partnerships whereby the Authority would enter into lease negotiations for affordable housing sites with other public agencies with whom a land purchase cannot be negotiated and in turn, sublease the site to a developer/owner; and

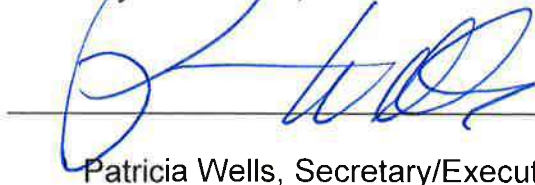
WHEREAS, the terms would be negotiated on a case by case basis, but at a minimum, the term of such ground lease would be 75 years or longer, the sub-ground lease to the developer would restrict the use of the site for the purposes of providing affordable housing to lower income individuals and families through the duration of the lease, and the Authority would have sufficient control over the site and the project to ensure that the Authority's affordable housing goals would be realized.

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

THAT, the Board hereby approves a modification to the Authority's standard land ownership requirement for affordable housing partnerships to allow the Authority to negotiate long-term ground leases for affordable housing sites owned by other public agencies in cases where the land cannot be purchased, contingent on the lease having terms favorable to the Authority;

THAT, the Executive Director is authorized to take all steps necessary to implement this resolution.

*I 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 September 28, 2020*

  
\_\_\_\_\_  
Patricia Wells, Secretary/Executive Director

**ADOPTED: September 28, 2020**

**RESOLUTION NO. 4936**



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

On Motion of Commissioner: Anne Griffith

Seconded by Commissioner: Lynette Jung-Lee

and approved by the following vote:

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

NAYS: 0

ABSTAIN: 0

ABSENT: 0

EXCUSED: 0

**THE FOLLOWING RESOLUTION WAS ADOPTED: NUMBER: 5010**

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN  
EXCLUSIVE NEGOTIATING AGREEMENT WITH MANDELA STATION, LLC, FOR  
THE MANDELA STATION AFFORDABLE DEVELOPMENT**

WHEREAS, the Oakland Housing Authority (the Authority) is considering partnering in the development of Mandela Station Affordable (MSA), a proposed development with 238 affordable units at the West Oakland BART Station; and

WHEREAS, MSA is expected to have a \$193 million total development cost, with financing to come from sources including federal and state Low Income Tax Credit equity, a permanent mortgage, loans from California Department of Housing and Community programs, and deferred developer fee; and

WHEREAS, with the sources that have been identified, there is currently estimated to be a \$38 million financing gap for MSA; and

WHEREAS, the MSA developers approached the Authority with a request to provide financing in the form of Project-Based Section 8 Vouchers and a long-term loan to help complete the project; and

WHEREAS, if the Authority will provide financing for MSA, detailed terms and conditions of the Authority's participation in the project will need to be negotiated; and

WHEREAS, if agreement is reached on the terms and conditions of the Authority's participation in MSA, it is anticipated that they would be memorialized in a Lease Disposition and Development Agreement (LDDA); and

WHEREAS, an Exclusive Negotiating Agreement (ENA) between the Authority and the developers of MSA would provide a framework and mutual expectations for the negotiation of the LDDA; and

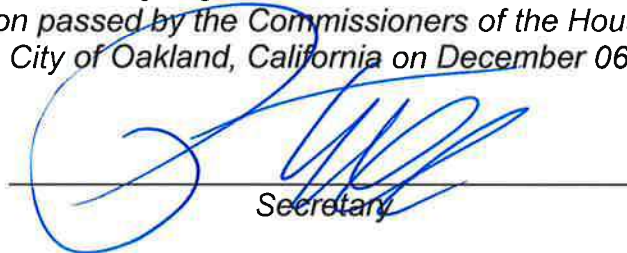
WHEREAS, further approval from the Board of Commissioners would be required before the Authority could make binding commitments to provide financing to the MSA development.

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

THAT, the Board of Commissioners authorizes the Executive Director to enter into an Exclusive Negotiating Agreement with Mandela Station, LLC, to establish procedures and standards by which the Authority and Mandela Station, LLC, may negotiate documentation memorializing the Parties' agreements for participation in the Project; and

THAT, the Executive Director is authorized to negotiate documents and execute the foregoing actions, with the advice of counsel, and to take all actions necessary and appropriate to implement the foregoing resolution.

*I 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 December 06, 2021.*

  
Secretary

**ADOPTED: December 06, 2021**

**RESOLUTION NO. 5010**

**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:**

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A NON-BINDING TERM SHEET AND, AFTER RECEIVING NEPA APPROVAL, EXECUTE AGREEMENTS RELATED TO THE FINANCING AND DEVELOPMENT OF THE MANDELA STATION AFFORDABLE DEVELOPMENT BY PROVIDING A LOAN OF MTW FUNDS AND A COMMITMENT OF PROJECT-BASED SECTION 8 VOUCHERS**

WHEREAS, the Oakland Housing Authority (the Authority) is considering partnering in the development of Mandela Station Affordable (MSA), a proposed development with 238 affordable units and two manager units at the West Oakland BART Station; and

WHEREAS, Mandela Station, LLC, a partnership of Strategic Urban Development Alliance and MacFarlane Development Company, is the developer of MSA; and

WHEREAS, MSA has received planning entitlements from the City of Oakland; and

WHEREAS, MSA is currently expected to have a \$201 million total development cost, with financing to come from sources such as federal and state Low Income Tax Credit equity, a permanent mortgage, loans from California Department of Housing and Community programs, City of Oakland and Alameda County funding, and deferred developer fee; and

WHEREAS, Mandela Station, LLC, approached the Authority with a request to provide financing in the form of Section 8 Project-Based Vouchers (PBVs) and a long-term loan to help complete the project; and

WHEREAS, on December 6, 2021, the Board of Commissioners adopted Resolution No. 5010, authorized the Authority to enter into an Exclusive Negotiating Agreement (ENA) with Mandela Station, LLC; and

WHEREAS, the ENA established a two-stage negotiating process; and

WHEREAS, during Stage One of the ENA, the Authority and the Mandela Station, LLC, agreed to negotiate a nonbinding Term Sheet, which would outline an agreement on the overall terms and conditions of the Authority's participation in the project; and

WHEREAS, the Authority and the developers have negotiated a proposed Term Sheet which includes the contribution of a loan and PBVs to the Project; and

WHEREAS, during Stage Two of the ENA, the Authority and Mandela Station, LLC, will endeavor to negotiate a binding Development and Loan Agreement (DLA); and

WHEREAS, the award of PBV assistance to the Project will help secure adequate financing for the development of the Project; and

WHEREAS, the award of PBV assistance will increase the supply of affordable housing available to the Authority's clients; and

WHEREAS, the Board of Commissioners, using flexibility granted under the Moving to Work Agreement (MTW Agreement) between the U.S. Department of Housing and Urban Development and the Authority, approved amendments to the Authority's PBV policies related to project-based voucher assistance on June 27, 2005; and

WHEREAS, those changes to the MTW Agreement included the ability to award PBV assistance to properties directly or indirectly owned by the Authority, or any affiliate of the Authority, without engaging in a competitive process; and

WHEREAS, one of the conditions in the proposed Term Sheet is for the Authority or an affiliate to be a special limited partner in the partnership that will own MSA through a ground lease from BART (the Partnership); and

WHEREAS, if the Authority is a special limited partner in the Partnership, the Project will become eligible to be awarded Authority-administered PBV assistance according to the Authority's PBV policies; and

WHEREAS, Mandela Station, LLC formed Mandela Station Partners, LP, a California limited partnership to serve as the Partnership; and

WHEREAS, when the Authority has provided loans to development projects, it has typically also purchased the project site; and

WHEREAS, BART has a policy of retaining ownership of the land under the TOD projects at BART stations, and will not sell the MSA site to the Authority; and

WHEREAS, by separate Resolution of even date herewith, the Board of Commissioners has adopted findings required under the California Environmental Quality Act required to execute a non-binding Term Sheet, and, after receiving NEPA approval, a binding DLA and award of Project-Based Vouchers; and

WHEREAS, the requirements for completing Project financing require that the Executive Director of the Authority have the ability to negotiate the final terms of the DLA and any other necessary Project documents in the best interests of the Authority.

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

THAT, the Board of Commissioners authorizes the Executive Director to negotiate and execute, a non-binding Term Sheet for the Authority's participation in the MSA development, and, subject to NEPA approval, a Development and Loan Agreement that include, but are not limited to and are not inconsistent with, the following provisions:

- (1) The Authority will provide a total assistance valuing up to \$28,300,000, including the mortgage increment value of the PBVs; and
- (2) The Authority will provide 60 PBVs to MSA, which may be subject to adjustment at the sole discretion of the Authority; and
- (3) The remainder of the Authority's \$28,300,000 contribution will be provided as one or more soft loans of MTW funds; and
- (4) Up to \$3 million of the soft loan(s) of MTW funds may be provided as a predevelopment loan, with the remainder to be loaned as construction and permanent financing; and
- (5) The Authority or an affiliate of the Authority will be a special limited partner in the Partnership; and
- (6) The Authority will record, as an encumbrance on BART's fee simple ownership interest in the land, a 99-year regulatory agreement requiring that the site be used for affordable housing; provided however, that such a regulatory agreement instead may be recorded on the Partnership's leasehold interest in MSA, if necessary in the Executive Director's judgment to accommodate the BART policy or needs of MSA; and
- (7) The Authority will have the option to purchase the MSA project or the tax credit investor limited partner's interest in the project at the end of the tax credit compliance period. If MSA is not financed with tax credit equity, the Authority will have a similar option to purchase the project not inconsistent with the requirements of the financing used; and
- (8) The Authority will receive from Mandela Station, LLC or other party required to provide a guaranty to BART or other funder: (i) a completion guaranty on the same terms and conditions as the applicable to the senior construction lender, and (ii) an environmental indemnity against any environmental liability related to the site or MSA, reasonably subject to customary carveouts; and

THAT, the provision of PBVs and construction financing is conditional on the project receiving an Authorization to Use Grant Funds under the National Environmental Policy Act; and

THAT, the Board of Commissioners approves the conditional award subject to NEPA approval of up to 60 Project Based Vouchers to the Project and Property, and authorizes the Executive Director to execute a 20-year Project Based Voucher Award, with the option to extend for an additional period; and

THAT, due to BART's policy of not selling land at its stations, the Board of Commissioners approves of the Authority's provision of PBVs and the loan of MTW funds to MSA without the Authority taking ownership of the land, and instead using the Authority's role as a special limited partner in the Partnership, and the recordation of a 99-year regulatory agreement, to promote the use of the site for affordable housing over the long term and permit the award of PBVs to MSA without conducting a competitive process; and

THAT, notwithstanding that not all proposed terms in the Term Sheet are specifically expressed above, the Executive Director is authorized to negotiate for and require in the Term Sheet, the DLA, and any other project documents, such terms as she deems advisable, achievable, or desirable, to serve the best interests of the Authority, whether or not expressed in this resolution, but not inconsistent with this resolution; and

THAT, the Executive Director is authorized to negotiate and execute additional documents, with the advice of counsel, and to take all actions necessary and appropriate to implement the foregoing resolution and participate in the MSA project in accordance with the terms established herein.

*I 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 October 24, 2022.*

---

*Secretary*

**ADOPTED:**

**RESOLUTION NO.**



**ITEM: VII.D.****Executive Office****Oakland Housing Authority MEMORANDUM**

---

To: Board of Commissioners

From: Patricia Wells, Executive Director

<sup>DS</sup>  
PW

Subject: Authorization to execute an Option Agreement, and, subject to NEPA approval, all other documents required to purchase 1600 Harrison Street, including, but not limited to a Purchase and Sale Agreement, from Carolanne Montgomery, Trustee, Trust One under Lee and Carolanne Montgomery Living Trust, Dated December 7, 2000, for \$3,300,000, with total expenditures including due diligence and closing costs not to exceed \$3,700,000.

Date: October 24, 2022

---

**Purpose:** Authorization to execute an Option Agreement, and, subject to NEPA approval, all other documents required to purchase 1600 Harrison Street, including, but not limited to a Purchase and Sale Agreement, from Carolanne Montgomery, Trustee, Trust One under Lee and Carolanne Montgomery Living Trust, Dated December 7, 2000, for \$3,300,000, with total expenditures including due diligence and closing costs not to exceed \$3,700,000.

**Funding:** This action will require an allocation of up to \$3,700,000 of MTW single fund reserves from the FY 2023 Authority Budget.

**Background**

1600 Harrison Street, Oakland, CA, also known as Assessors Parcel No. 8-626-30-1 ("Property" or "Subject Property") is an 11,500 Rentable Square Foot (RSF) Commercial/Flex/Office building recently listed for sale or for lease by Carolanne Montgomery, Trustee, Trust One under Lee and Carolanne Montgomery Living Trust, Dated December 7, 2000, (the Seller) with representation by Cushman Wakefield, Inc. The current sales price listed by Seller for the Property is \$3,400,000 or \$295 per square foot (PSF).

The Property is of interest to the Oakland Housing Authority ("Authority") most immediately for use as an office space to relocate the Authority's administrative staff in anticipation of the significant rehabilitation of 1619-1621 Harrison Street. In addition, in the long term, the Subject Property provides the Authority with an opportunity for a strategic assemblage to combine with the Authority's adjacent approximately 5,000 square foot (SF) fleet surface parking lot.



## 1600 Harrison Street Acquisition

### Page 2 of 4

The Subject Property includes ten (10) private offices, (2) private conference rooms, (2) open conference areas, kitchenette and open plan areas. Recent improvements include newer HVAC and electrical systems. Subject to proper architectural programming, staff estimates that the Property will accommodate 45 to 55 persons. Access is via Harrison Street front door and two (2) commercial grade roll-up doors.

The building was previously leased to an office user who completed the build out of the space to their specifications and prior to their occupancy. Certain improvements such as security, internet, electrical as well as ergonomics for proper light levels, temperature sufficiency, etc. are to be determined. Finishes to accommodate the Authority's use are also to be determined. For example, the office and open plan areas include concrete flooring surfaces. Importantly, certain seismic improvements are visible however, additional study is recommended and will be included in the Authority's due diligence for life safety purposes.

The Property does not include surface parking; however, the building may accommodate interior parking of multiple vehicles, which in the Authority's office use will not be contemplated. It should be noted that the Authority will not have the full benefit of 1619 Harrison Street parking during the rehabilitation and the Authority currently utilizes the adjacent surface parking lot for its fleet of vehicles.

Please see attached Cushman Wakefield listing brochure.

### Strategic Value of the Property Acquisition

In addition to providing an office relocation resource for the Authority's staff at 1619 Harrison, the proposed acquisition also provides a strategic opportunity to combine the subject 11,500 SF parcel with the Authority's adjacent 5,000 SF surface parking lot to create a more developable site for future affordable housing. At this time the 5,000 SF site does not possess sufficient size to be efficiently redeveloped into affordable housing.

Staff are about to engage with architectural and real estate financial consultants to prepare a master plan of the Authority's Harrison Street properties including 1801 and 1805 Harrison Street, 1432-1540 Harrison Street and including 1600 Harrison Street. With this plan, the Authority will have the benefit of development concepts and capacities for each property. The solicitation for these studies has commenced and is expected to be completed by year-end 2022. Staff believes the acquisition will be of strategic value to the Authority and additive to its portfolio holdings with objective to be developed in affordable housing to serve Oakland.

### Due Diligence

The proposed acquisition of the Property will be conditioned upon satisfactory due diligence investigations including appraisal supporting the purchase price, environmental studies, title review, survey review, zoning certification, building inspections, and National Environmental Policy Act (NEPA) approval. Securing the NEPA approval is expected to

## 1600 Harrison Street Acquisition

Page 3 of 4

take six to nine months working with the City of Oakland (the “Responsible Entity”) and HUD.

Letter of Intent; Option Agreement and Purchase and Sale Agreement

Staff and the Authority’s real estate broker, Jerome Smith of Citrine Advisors, have negotiated a preliminary understanding with the Seller on the purchase price, due diligence periods, and other terms. The terms of the preliminary understanding are memorialized in a non-binding Letter of Intent which was executed by the Seller and the Authority Executive Director on or about October 20, 2022.

Authority staff and the Seller have agreed on a purchase price of \$3,300,000, subject to Board approval. Staff and Mr. Smith have reviewed sales of comparable properties over the past two years and determined that the proposed purchase price reflects a fair market value for the Subject Property. However, a formal appraisal has not been conducted.

For the comparable sales analysis, sales of office and industrial/flex buildings less than 20,000 square feet in the 94607 (West Oakland and Chinatown) and 94612 (Downtown and Uptown) zip codes in the past two years were reviewed. The average price for office sales was \$512 per RSF and the average price for industrial/flex sales was \$292 per RSF. The proposed purchase price of \$3,300,000 for 1600 Harrison is \$287 per RSF. In addition, 1600 Harrison is in a superior location compared to most of the comparable sales. Most of the comparable sales had a traditional 60-90 day escrow timeline, while the Authority’s purchase of 1600 Harrison includes up to 270 days for due diligence. Based on these factors, the proposed purchase price for 1600 Harrison appears to reflect a fair market value. Information on the comparable sales is included as an attachment to this memo.

Highlights of the Letter of Intent include the following:

- Purchase of Property subject to prior Board approval
- Purchase Price: \$3,300,000 (Three Million Three Hundred Thousand Dollars), subject to supporting appraisal
- An Option Agreement is to be signed within 60 days of execution of the Letter of Intent
- Non-Refundable Option Price: \$25,000 due upon execution of the Option Agreement
- Initial Investigation Period: 30 days from execution of the Option Agreement to complete initial due diligence which includes, but is not limited to, property survey, title review, physical inspection, appraisal, Phase I Environmental Site Assessment, and assessments for compliance with codes such as the Americans with Disabilities Act (ADA), California Title 24, City of Oakland Seismic code, and NEPA. The Authority shall pay a \$75,000 deposit for the Initial Investigation Period, which shall be non-refundable if the Authority does not terminate the Option Agreement during this period.

## 1600 Harrison Street Acquisition

Page 4 of 4

- Extended Investigation Period: The Authority has the right to extend the Investigation Period for 120 days to continue due diligence such as NEPA review. There is no additional deposit for the Extended Investigation Period.
- Final Investigation Period: The Authority has the right to extend the Investigation Period for 120 days for an additional, non-refundable deposit of \$100,000. The total period for investigations and due diligence is a maximum of 270 days.
- The Option Price and all Deposits shall be applied towards the Purchase Price, provided the Authority completes the purchase of the Property.

Staff have projected that due diligence and closing costs will not exceed \$400,000, making the total requested authorized expenditure for the acquisition, due diligence and closing a not to exceed amount of \$3,700,000 (\$3,300,000/purchase price plus \$400,000).

### **Recommendation**

Authorization to execute an Option Agreement, and, subject to NEPA approval, all other documents required to purchase 1600 Harrison Street, including, but not limited to a Purchase and Sale Agreement, from Carolanne Montgomery, Trustee, Trust One under Lee and Carolanne Montgomery Living Trust, Dated December 7, 2000, for \$3,300,000, with total expenditures including due diligence and closing costs not to exceed \$3,700,000.

Attachments: Cushman Wakefield Property Brochure  
Valuation Letter from Citrine Advisors  
Comparable Sales Study  
Resolution



FOR SALE OR LEASE

# 1600 Harrison Street

Oakland, California

## Property Highlights

- 11,500 RSF
- Rare Commercial/Flex/Office in a Downtown Location
- Zoning CBD-C
- 100% HVAC
- 2 Roll Up Doors
- 2 Conference Rooms
- Ample Skylights Bring in Natural Light
- Classic Bow Truss Wood Structure
- Open Kitchenette
- Near Countless Surrounding Amenities Including Restaurants, Retail, Lake Merritt, & Snow Park.
- Four Blocks to BART
- **Sale Price: \$3,400,000**
- \$2.25 PSF, Industrial Gross



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FOR SALE OR LEASE

# 1600 Harrison Street

Oakland, California

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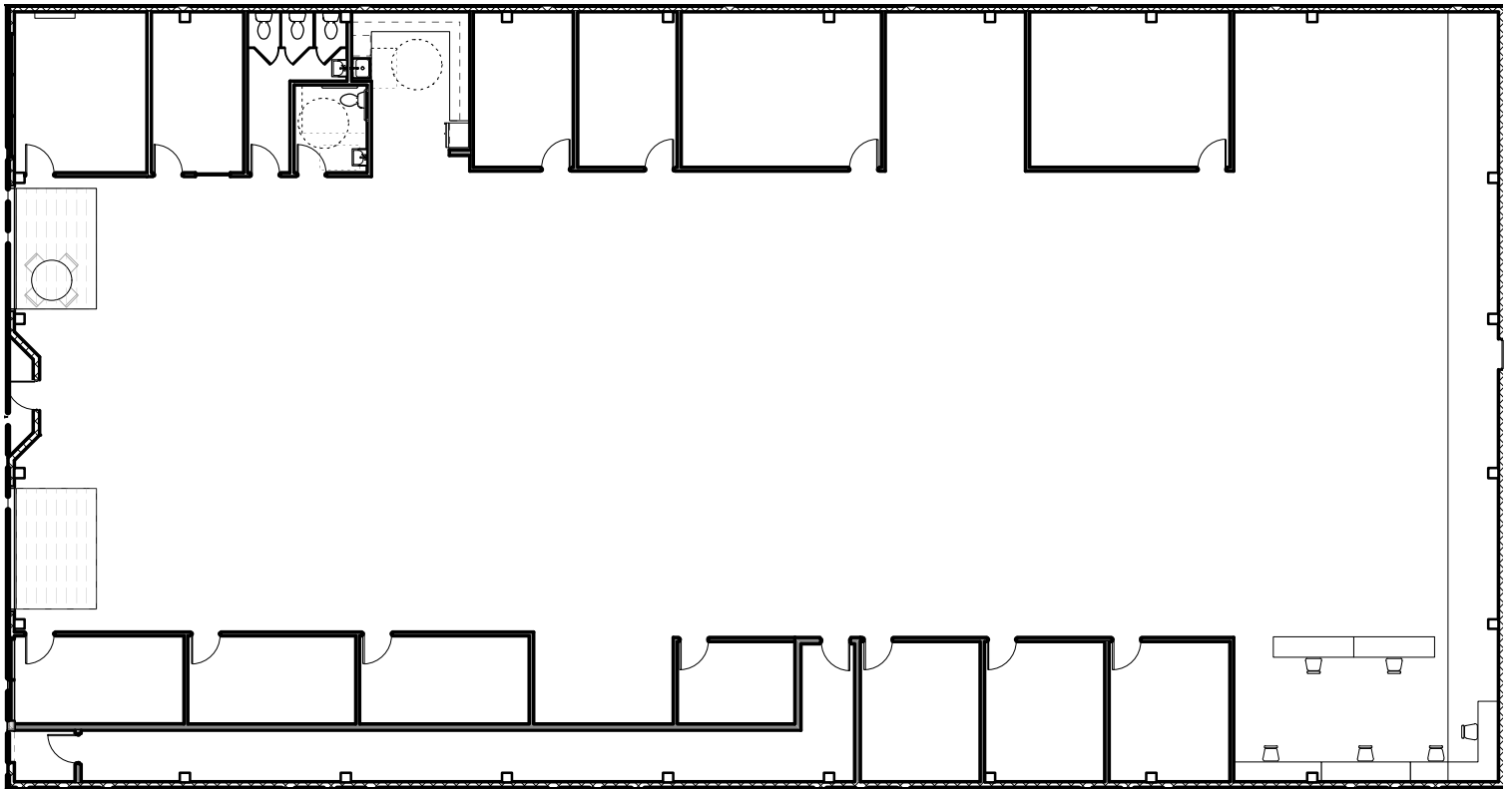


**CUSHMAN &  
WAKEFIELD**

FOR SALE OR LEASE

**1600 Harrison Street**  
Oakland, California

## Site Plan



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**CUSHMAN &  
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**Visit Site Specific COVID-19 Prevention Plan**



**CITRINE ADVISORS**

October 20, 2022

Patricia Wells  
Executive Director  
Oakland Housing Authority  
1619 Harrison Street  
Oakland, CA 94612

RE: 1600 Harrison St. Oakland

Dear Ms. Wells,

This letter is to confirm my belief that your potential purchase of 1600 Harrison St. Oakland for \$3,300,000 (or \$287/SF) reflects a fair market value for the property. For additional detail, please refer to the sale comparables and statistical detail I provided.

Feel free to reach out with any questions.

Best,

Jerry Smith  
Principal & President, Citrine Advisors

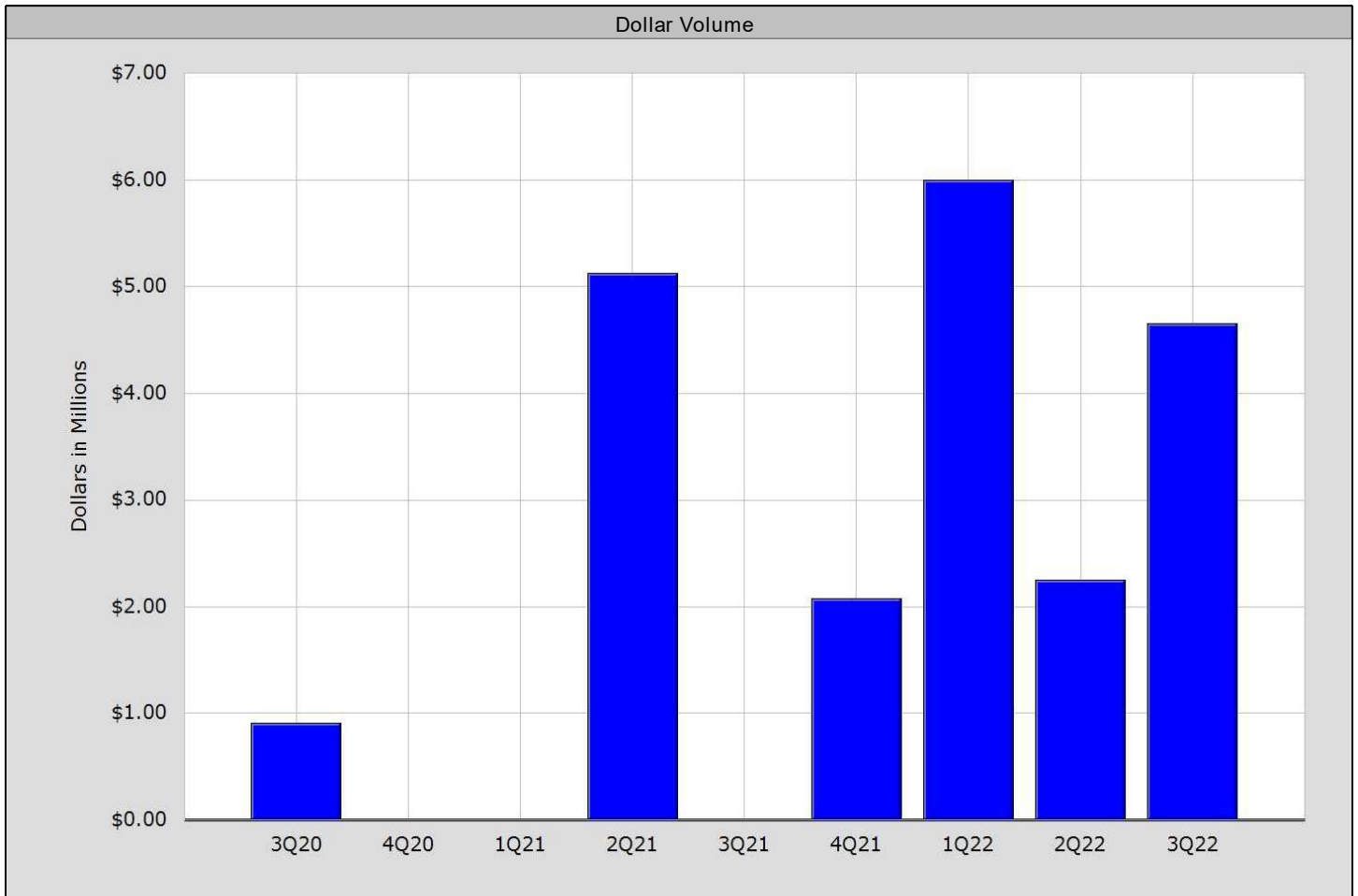


## Quick Stats Report

Comps Statistics					
	Low	Average	Median	High	Count
Office					
Sale Price	\$800,000	\$1,441,667	\$1,275,000	\$2,250,000	3
RBA	1,959 SF	2,813 SF	2,500 SF	3,980 SF	3
Price per SF	\$408.37	\$512.50	\$510.00	\$565.33	3
Actual Cap Rate	-	-	-	-	-
Days on Market	290	347	347	404	2
Sale Price to Asking Price Ratio	91.07%	94.45%	94.45%	97.83%	2
Industrial					
Sale Price	\$900,000	\$2,779,250	\$1,828,750	\$6,000,000	6
RBA	2,975 SF	9,530 SF	7,500 SF	17,600 SF	6
Price per SF	\$212.32	\$291.64	\$254.69	\$408.05	6
Actual Cap Rate	-	-	-	-	-
Days on Market	108	160	172	188	4
Sale Price to Asking Price Ratio	93.28%	94.96%	94.52%	97.07%	3
Totals					
Sold Transactions	Total Sales Volume:		\$21,000,500	Total Sales Transactions:	
				9	
Survey Criteria					
basic criteria: Type of Property - Office, Industrial, Flex; Property Size - up to 20,000 SF; Sale Date - from 8/20/2020; Sale Status - Sold, Under Contract/Pending; Return and Search on Portfolio Sales as Individual Properties - Yes; Exclude Non-Arms Length Comps - Yes					
geography criteria: Zip Code - 94607, Oakland, CA; 94612, Oakland, CA					



## Trend Report



## Legend:

Current Survey  
Sold Transactions



Time Interval - Quarterly

Report Time Frame: 7/1/2020 - 10/20/2022  
Sale Date: from 8/20/2020

Sold  
Transactions

Number of Transactions	9
Total Dollar Volume	\$21,000,500
Total Bldg Square Feet	63,118
Total Land in Acres	1.44
Total Land in SF	62,726
Average Price	\$2,333,389
Average Number of SF	7,890
Average Price Per Bldg SF	\$312.52
Median Price Per SF	\$283.45
Average Number of Acres	0.16
Average Number of SF(Land)	6,970
Average Price Per Unit	-
Median Price Per Unit	-
Average Number of Units	-
Actual Cap Rate	-

## Survey Criteria

basic criteria: Type of Property - Office, Industrial, Flex; Property Size - up to 20,000 SF; Sale Date - from 8/20/2020; Sale Status - Sold, Under Contract/Pending; Return and Search on Portfolio Sales as Individual Properties - Yes; Exclude Non-Arms Length Comps - Yes

geography criteria: Zip Code - 94607, Oakland, CA; 94612, Oakland, CA

**236 2nd St**

Oakland, CA 94607

Class C Office Building Building of 2,500 SF Sold on 12/22/2021  
for \$1,275,000 - Sold for Land Value - Research Complete**buyer**Riaz Capital  
2744 E 11th St  
Oakland, CA 94601  
(510) 925-1908**seller**Richard L Chow & Alice Louie Trust  
233 Carmel Ave  
Piedmont, CA 94611  
(415) 584-8652**vital data**

Escrow/Contract:	-	Sale Price:	\$1,275,000
Sale Date:	12/22/2021	Status:	Confirmed
Days on Market:	404 days	Building SF:	2,500 SF
Exchange:	No	Price/SF:	\$510.00
Conditions:	Assemblage, Redevelopment ...	Pro Forma Cap Rate:	-
Land Area SF:	2,614	Actual Cap Rate:	-
Acres:	0.06	Down Pmnt:	\$1,275,000
\$/SF Land Gross:	\$487.83	Pct Down:	100.0%
Year Built, Age:	1949 Age: 72	Doc No:	402989
Parking Spaces:	2	Trans Tax:	\$1,402.50
Parking Ratio:	0.8/1000 SF	Corner:	No
FAR	0.96	Zoning:	C-45/S-4
Lot Dimensions:	25x100	Percent Improved:	71.7%
Frontage:	25 feet on 2nd	Submarket:	Oakland-Port/Jack London
Tenancy:	Multi	Map Page:	Thomas Bros. Guide 649-G5
Comp ID:	5839050	Parcel No:	001-0157-004-00
		Property Type:	Office

**income expense data**

Expenses	- Taxes	\$8,034
	- Operating Expenses	
	Total Expenses	\$8,034

**Listing Broker**Lee & Associates Commercial Real Estate Service  
520 3rd St  
Oakland, CA 94607  
(510) 903-7600  
David McCarty, Ben Jones**Buyer Broker**

No Buyer Broker on Deal

**financing****prior sale**

Date/Doc No:	6/23/2020
Sale Price:	-
CompID:	5204558

570 3rd St

Oakland, CA 94607

Class C Warehouse Building of 7,500 SF Sold on 4/28/2021 for \$1,820,000 - Research Complete

## buyer

REI Build Up  
231 Cross Rd  
Oakland, CA 94618  
(415) 637-2460

## seller

Monfredini Living Trust  
407 Vicente St  
San Francisco, CA 94116  
(415) 664-4056

## vital data

Escrow/Contract:	-	Sale Price:	\$1,820,000
Sale Date:	4/28/2021	Status:	Confirmed
Days on Market:	188 days	Building SF:	7,500 SF
Exchange:	No	Price/SF:	\$242.67
Conditions:	-	Pro Forma Cap Rate:	-
Land Area SF:	7,405	Actual Cap Rate:	-
Acres:	0.17	Down Pmnt:	\$182,000
\$/SF Land Gross:	\$245.77	Pct Down:	10.0%
Year Built, Age:	1915 Age: 106	Doc No:	165955
Parking Spaces:	6	Trans Tax:	\$2,002
Parking Ratio:	0.8/1000 SF	Corner:	No
FAR	1.01	Zoning:	M-30
Lot Dimensions:	-	No Tenants:	1
Frontage:	-	Percent Improved:	50.0%
Tenancy:	Single	Submarket:	Oakland Ind
Comp ID:	5484937	Map Page:	-
		Parcel No:	001-0129-015-00
		Property Type:	Industrial

## income expense data

Expenses	- Taxes	\$8,531
	- Operating Expenses	
	Total Expenses	\$8,531

## Listing Broker

California Capital and Investment Group  
2300 Contra Costa Blvd  
Pleasant Hill, CA 94523  
(925) 464-1788  
Michael McGuire, Gary Bettencourt

## Buyer Broker

Cushman & Wakefield  
555 12th St  
Oakland, CA 94607  
(510) 465-8000  
Brennan Carpenter

## financing

## prior sale

1st Bank of America NA  
Bal/Pmt: \$728,000  
2nd Bank of America NA  
Bal/Pmt: \$910,000Date/Doc No: 8/31/2010  
Sale Price: \$0  
CompID: 1985065

671 4th St

Oakland, CA 94607

Class C Warehouse Building of 14,704 SF Sold on 3/30/2022 for \$6,000,000 - Research Complete

## buyer

Robert Hefty  
29712 Ana Maria Ln  
Laguna Niguel, CA 92677  
(949) 466-9583

## seller

CIM Group, LP  
4700 Wilshire Blvd  
Los Angeles, CA 90010  
(323) 860-4900



## vital data

Escrow/Contract:	-	Sale Price:	\$6,000,000
Sale Date:	3/30/2022	Status:	Full Value
Days on Market:	-	Building SF:	14,704 SF
Exchange:	No	Price/SF:	\$408.05
Conditions:	-	Pro Forma Cap Rate:	-
Land Area SF:	14,810	Actual Cap Rate:	-
Acres:	0.34	Down Pmnt:	\$1,000,000
\$/SF Land Gross:	\$405.12	Pct Down:	16.7%
Year Built, Age:	1966 Age: 56	Doc No:	065245
Parking Spaces:	-	Trans Tax:	\$6,600
Parking Ratio:	-	Corner:	No
FAR	0.99	Zoning:	N/Av, Oakland
Lot Dimensions:	100x150	No Tenants:	1
Frontage:	-	Percent Improved:	70.0%
Tenancy:	Multi	Submarket:	Oakland Ind
Comp ID:	5967203	Map Page:	Thomas Bros. Guide 649-F4
		Parcel No:	001-0121-031-01
		Property Type:	Industrial

## income expense data

## Listing Broker

## Buyer Broker

## financing

## prior sale

Date/Doc No:	4/19/2018
Sale Price:	\$4,290,000
CompID:	4258136

**330 15th St**

Oakland, CA 94612

Class C Office Building of 3,980 SF Sold on 5/13/2022 for \$2,250,000 - Research Complete

**buyer**

Hollins Consulting  
870 Market St  
San Francisco, CA 94102  
(415) 238-1300

**seller**

Arlene L & Jonathan E Finger  
1304 Marin Ave  
Albany, CA 94706  
(510) 465-8700

**vital data**

Escrow/Contract:	-	Sale Price:	\$2,250,000
Sale Date:	5/13/2022	Status:	Confirmed
Days on Market:	290 days	Building SF:	3,980 SF
Exchange:	No	Price/SF:	\$565.33
Conditions:	-	Pro Forma Cap Rate:	-
Land Area SF:	2,178	Actual Cap Rate:	-
Acres:	0.05	Down Pmnt:	\$1,125,000
\$/SF Land Gross:	\$1,033.06	Pct Down:	50.0%
Year Built, Age:	1925 Age: 97	Doc No:	094229
Parking Spaces:	-	Trans Tax:	\$2,475
Parking Ratio:	-	Corner:	No
FAR	1.83	Zoning:	C55, Oakland
Lot Dimensions:	40x50	No Tenants:	1
Frontage:	-	Percent Improved:	83.2%
Tenancy:	Multi	Submarket:	Oakland-Downtown
Comp ID:	6046927	Map Page:	-
		Parcel No:	008-0625-031-00
		Property Type:	Office

**income expense data****Listing Broker**

Newmark  
1111 Broadway  
Oakland, CA 94607  
(510) 923-6200  
Ari Rokeach

**Buyer Broker**

JLL  
2100 Franklin St  
Oakland, CA 94612  
(510) 465-9400  
Kristi Childers

**financing****prior sale**

1st Bank of Marin  
Bal/Pmt: \$1,125,000  
2nd Bank of Marin  
Bal/Pmt: \$900,000

Date/Doc No: 12/29/2016  
Sale Price: -  
CompID: 3822141

484 24th St

Oakland, CA 94612

Class C Manufacturing Building of 2,975 SF Sold on 9/23/2020  
for \$900,000 - Research Complete

## buyer

Bay Design & Build  
489-493 25th St  
Oakland, CA 94612  
(510) 594-6884

## seller

Diane Iglehart 2006 Trust  
465 Wildwood Ave  
Piedmont, CA 94611  
(510) 653-3425

## vital data

Escrow/Contract:	-	Sale Price:	\$900,000
Sale Date:	9/23/2020	Status:	Full Value
Days on Market:	-	Building SF:	2,975 SF
Exchange:	No	Price/SF:	\$302.52
Conditions:	-	Pro Forma Cap Rate:	-
Land Area SF:	3,049	Actual Cap Rate:	-
Acres:	0.07	Down Pmnt:	\$135,000
\$/SF Land Gross:	\$295.16	Pct Down:	15.0%
Year Built, Age:	1991 Age: 29	Doc No:	244145
Parking Spaces:	2	Trans Tax:	\$990
Parking Ratio:	0.67/1000 SF	Corner:	No
FAR	0.98	Zoning:	CC-3
Lot Dimensions:	-	Percent Improved:	72.5%
Frontage:	-	Submarket:	Oakland Ind
Tenancy:	Single	Map Page:	-
Comp ID:	5310602	Parcel No:	008-0674-017-00
		Property Type:	Industrial

## income expense data

Expenses	- Taxes	\$8,139
	- Operating Expenses	
	Total Expenses	\$8,139

## Listing Broker

## Buyer Broker

## financing

## prior sale

1st Bank of the West  
Bal/Pmt: \$765,000Date/Doc No: 12/20/2010  
Sale Price: -  
CompID: 2036910



315 Clay St

Oakland, CA 94607

Class C Distribution Building of 7,500 SF Sold on 5/10/2021 for \$1,837,500 - Research Complete

## buyer

Richard G W Yu  
287 Rheem Blvd  
Moraga, CA 94556  
(925) 377-0211

## seller

Paula Freschi Kamena  
11 Sagebrush Ct  
San Rafael, CA 94901  
(415) 460-6365



## vital data

Escrow/Contract:	-	Sale Price:	\$1,837,500
Sale Date:	5/10/2021	Status:	Full Value
Days on Market:	172 days	Building SF:	7,500 SF
Exchange:	No	Price/SF:	\$245.00
Conditions:	-	Pro Forma Cap Rate:	-
Land Area SF:	7,501	Actual Cap Rate:	-
Acres:	0.17	Down Pmnt:	-
\$/SF Land Gross:	\$244.97	Pct Down:	-
Year Built, Age:	1952 Age: 69	Doc No:	167441
Parking Spaces:	10	Trans Tax:	-
Parking Ratio:	1/1000 SF	Corner:	No
FAR	1.00	Zoning:	M-30
Lot Dimensions:	-	No Tenants:	1
Frontage:	-	Percent Improved:	76.9%
Tenancy:	Single	Submarket:	Oakland Ind
Comp ID:	5495403	Map Page:	-
		Parcel No:	001-0129-014-00
		Property Type:	Industrial

## income expense data

Expenses	- Taxes	\$6,148
	- Operating Expenses	
	Total Expenses	\$6,148

## Listing Broker

Cushman & Wakefield  
555 12th St  
Oakland, CA 94607  
(510) 465-8000  
Ted Anderson, Andrew Schmieder, Larry Jones

## Buyer Broker

## financing

## prior sale

1st Velocity Commercial Capital  
Bal/Pmt: \$1,286,000

Date/Doc No: 5/10/2007  
Sale Price: -  
CompID: 1321759



321 Clay St

Oakland, CA 94607

Class C Warehouse Building of 6,900 SF Sold on 4/13/2021 for \$1,465,000 - Research Complete

## buyer

Mark E & Constance Mccomb  
350 Mountain Ave  
Piedmont, CA 94611  
(916) 719-7911

## seller

Monfredini Living Trust  
407 Vicente St  
San Francisco, CA 94116  
(415) 664-4056



## vital data

Escrow/Contract:	-	Sale Price:	\$1,465,000
Sale Date:	4/13/2021	Status:	Confirmed
Days on Market:	173 days	Building SF:	6,900 SF
Exchange:	No	Price/SF:	\$212.32
Conditions:	-	Pro Forma Cap Rate:	-
Land Area SF:	3,920	Actual Cap Rate:	-
Acres:	0.09	Down Pmnt:	-
\$/SF Land Gross:	\$373.69	Pct Down:	-
Year Built, Age:	1907 Age: 114	Doc No:	120523
Parking Spaces:	-	Trans Tax:	\$1,611.50
Parking Ratio:	-	Corner:	No
FAR	1.76	Zoning:	M-30
Lot Dimensions:	-	No Tenants:	1
Frontage:	-	Percent Improved:	70.0%
Tenancy:	Single	Submarket:	Oakland Ind
Comp ID:	5463904	Map Page:	-
		Parcel No:	001-0129-013-00
		Property Type:	Industrial

## income expense data

Expenses	- Taxes	\$7,997
	- Operating Expenses	
	Total Expenses	\$7,997

## Listing Broker

California Capital and Investment Group  
2300 Contra Costa Blvd  
Pleasant Hill, CA 94523  
(925) 464-1788  
Gary Bettencourt, Michael McGuire

## Buyer Broker

Ayden Properties  
22320 Foothill Blvd  
Hayward, CA 94541  
(925) 271-9797  
Amar Singh

## financing

400 Franklin St

Oakland, CA 94607

Class C Warehouse Building of 17,600 SF Sold on 8/5/2022 for \$4,653,000 - Research Complete

## buyer

Property Ventures Of Marin, Inc.  
330 Franklin St  
Oakland, CA 94607  
(510) 625-1316

## seller

Cathy Kobel  
61 Arroyo Ave  
Piedmont, CA 94611  
(510) 220-8522



## vital data

Escrow/Contract: -  
Sale Date: 8/5/2022  
Days on Market: 108 days  
Exchange: No  
Conditions: High Vacancy Property  
Land Area SF: 17,598  
Acres: 0.4  
\$/SF Land Gross: \$264.40  
Year Built, Age: 1917 Age: 105  
Parking Spaces: 12  
Parking Ratio: 0.68/1000 SF  
FAR 1.00  
Lot Dimensions: -  
Frontage: -  
Tenancy: Multi  
Comp ID: 6109001

Sale Price: \$4,653,000  
Status: Confirmed  
Building SF: 17,600 SF  
Price/SF: \$264.38  
Pct Office: 5.7%  
Pro Forma Cap Rate: -  
Actual Cap Rate: -  
Down Pmnt: \$4,653,000  
Pct Down: 100.0%  
Doc No: 138547  
Trans Tax: \$5,118.30  
Corner: No  
Zoning: C-45  
No Tenants: 4  
Percent Improved: -  
Submarket: Oakland Ind  
Map Page: -  
Parcel No: 001-0145-005-00  
Property Type: Industrial

## income expense data

## Listing Broker

Cushman & Wakefield 555 12th St Oakland, CA 94607 (510) 465-8000 Andrew Schmieder, Ted Anderson	Cushman & Wakefield 1350 Bayshore Hwy Burlingame, CA 94010 (650) 347-3700 Danielle Cohen
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## Buyer Broker

No Buyer Broker on Deal

## financing

## prior sale

Date/Doc No:	10/30/2009
Sale Price:	\$0
CompID:	1831017

550 W Grand Ave

Oakland, CA 94612

Class C Office Building Building of 1,959 SF Sold on 10/6/2021  
for \$800,000 - Research Complete

## buyer

Gairy Jacques  
8605 Mountain Blvd  
Oakland, CA 94605  
(510) 886-9220

## seller

David R Ashton  
500 E Louise Ave  
Lathrop, CA 95330

## vital data

Escrow/Contract:	-	Sale Price:	\$800,000
Sale Date:	10/6/2021	Status:	Confirmed
Days on Market:	-	Building SF:	1,959 SF
Exchange:	No	Price/SF:	\$408.37
Conditions:	-	Pro Forma Cap Rate:	-
Land Area SF:	3,868	Actual Cap Rate:	-
Acres:	0.09	Down Pmnt:	\$800,000
\$/SF Land Gross:	\$206.82	Pct Down:	100.0%
Year Built, Age:	1960 Age: 61	Doc No:	333964
Parking Spaces:	5	Trans Tax:	\$880
Parking Ratio:	2.54/1000 SF	Corner:	No
FAR	0.51	Zoning:	CBDX
Lot Dimensions:	-	No Tenants:	2
Frontage:	-	Percent Improved:	48.9%
Tenancy:	Single	Submarket:	Oakland-North
Comp ID:	5730995	Map Page:	-
		Parcel No:	008-0660-008-02
		Property Type:	Office

## income expense data

Expenses	- Taxes	\$5,504
	- Operating Expenses	
	Total Expenses	\$5,504

## Listing Broker

## Buyer Broker

## financing

## prior sale

Date/Doc No:	12/7/2016
Sale Price:	-
CompID:	3800951

**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:**

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AN  
OPTION AGREEMENT, AND, SUBJECT TO NATIONAL ENVIRONMENTAL POLICY  
ACT (NEPA) APPROVAL, ALL OTHER DOCUMENTS REQUIRED TO PURCHASE  
1600 HARRISON STREET INCLUDING, BUT NOT LIMITED TO, A PURCHASE AND  
SALE AGREEMENT, FOR \$3,300,000, FROM TRUST ONE, CAROLANNE  
MONTGOMERY, TRUSTEE, TRUST ONE UNDER LEE AND CAROLANNE  
MONTGOMERY LIVING TRUST, DATED DECEMBER 7, 2000, WITH TOTAL  
EXPENDITURE INCLUDING DUE DILIGENCE AND CLOSING COSTS NOT TO  
EXCEED \$3,700,000**

WHEREAS, the Housing Authority of the City of Oakland ("Housing Authority") is a public entity, corporate and politic, organized and existing under the Housing Authorities law (commencing at Section 34200 of the California Health and Safety Code), and authorized to transact business and exercise the powers of a housing authority; and

WHEREAS, pursuant to Health and Safety Code Section 34315 a housing authority may purchase any real property or interest in real property; and

WHEREAS, 1600 Harrison Street, Oakland, CA, also known as Assessor's Parcel No. 8-626-30-1, as described in the legal description attached hereto as Exhibit A and incorporated herein by this reference ("Property") is an 11,500 Rentable Square Foot (RSF) Commercial/Flex/Office building recently listed for sale or for lease by Carolanne Montgomery, Trustee, Trust One under Lee and Carolanne Montgomery Living Trust, Dated December 7, 2000, ("Seller") with representation by Cushman Wakefield, Inc.; and

WHEREAS, the Property is of interest to the Housing Authority most immediately for use as an office space to relocate the Housing Authority's administrative staff in anticipation of the significant rehabilitation of 1619-1621 Harrison Street; and

WHEREAS, in the long term, the Property provides the Housing Authority with an opportunity for a strategic assemblage to combine with the Housing Authority's adjacent approximately 5,000 square foot (SF) fleet surface parking lot; and

WHEREAS, at this time the 5,000 SF parking lot does not possess sufficient size to be efficiently redeveloped into affordable housing; and

WHEREAS, the proposed acquisition of the Property will be conditioned upon satisfactory due diligence investigations including appraisal, environmental studies, title review, survey review, zoning certification, building inspections, and National Environmental Policy Act (NEPA) approval; and

WHEREAS, staff and the Housing Authority's real estate broker, Jerry Smith of Citrine Advisors, have negotiated a preliminary understanding with the Seller on the purchase price, due diligence periods, and other terms; and

WHEREAS, the terms of the preliminary understanding are memorialized in a non-binding Letter of Intent which was executed by the Seller and the Housing Authority Executive Director on or about October 20, 2022; and

WHEREAS, pursuant to the Letter of Intent, an Option Agreement shall be signed within 60 days of execution of the Letter of Intent; and

WHEREAS, the Seller listed the Property for sale at a purchase price of \$3,400,000;

WHEREAS, the Seller and the Housing Authority have agreed on a purchase price of \$3,300,000, subject to Board approval and a valid appraisal; and

WHEREAS, Housing Authority staff and the Housing Authority's real estate broker have reviewed sales of comparable properties over the past two years and determined that the proposed purchase price reflects a fair market value for the Property; and

WHEREAS, the Letter of Intent provides for a due diligence period of up to 270 days with non-refundable deposits of up to \$200,000, which shall be applied to the purchase price, provided the Housing Authority completes the purchase of the property; and

WHEREAS, Housing Authority staff have reviewed the terms of the proposed purchase of the Property and determined that the acquisition of the Property is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b)(3), common sense, general rule exemption and 15301 Existing Facilities. It can be seen with certainty that there is no possibility that the activity in question will have a significant impact on the environment since the acquisition is merely a transfer in title to the real property; it will not require any construction activities

and will not lead to any direct or reasonably foreseeable indirect physical environmental impacts. In addition, the project, is limited to the purchase of property that will not result in a change to the use of the site and would not result in any direct or indirect impacts on the environment. The ongoing use of the Property would not require any expansion of public services and facilities; therefore, the project is exempt as the project meets the scope and intent of the Class 1 Exemption identified in Section 15301, Article 19 of the CEQA Guidelines. The proposed purchase agreement only relates to the sale of property and does not allow for any construction activity, change in use, or any other condition that may lead to a direct or indirect physical environmental impact at this time. Any future activity where a specific development concept is provided for the Property shall require additional CEQA review as part of the approval of the development.

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

THAT, that the foregoing recitals are true and correct and are incorporated herein by reference, and, together with information provided by the Housing Authority staff, form the basis for the approvals and determinations set forth below; and

THAT, the Board, based upon a review of the evidence and information presented on the matter, as it relates to the acquisition of the Property, has determined that the acquisition of the Property is categorically exempt from California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b)(3), common sense, general rule exemption and 15301 Existing Facilities. It can be seen with certainty that there is no possibility that the activity in question will have a significant impact on the environment since the acquisition is merely a transfer in title to the real property; it will not require any construction activities and will not lead to any direct or reasonably foreseeable indirect physical environmental impacts. In addition, the project, is limited to the purchase of property that will not result in a change to the use of the site and would not result in any direct or indirect impacts on the environment. The ongoing use of the Property would not require any expansion of public services and facilities; therefore, the project is exempt as the project meets the scope and intent of the Class 1 Exemption identified in Section 15301, Article 19 of the CEQA Guidelines. The proposed purchase agreement only relates to the sale of property and does not allow for any construction activity, change in use, or any other condition that may lead to a direct or indirect physical environmental impact at this time. Any future activity where a specific development concept is provided for the Property shall require additional CEQA review as part of the approval of the development; and

THAT, the Board of Commissioners authorizes the Executive Director to negotiate and execute an Option Agreement and, subject to NEPA approval, a Purchase and Sale Agreement for the purchase of the fee simple interest in 1600 Harrison Street, Oakland, CA, also known as Assessor's Parcel No. 8-626-30-1, as described in the legal description attached hereto as Exhibit A and incorporated herein by this reference ("Property") for a purchase price not to exceed \$3,300,000; and

THAT, the Board of Commissioners authorizes the expenditure of an amount not to exceed \$400,000 for due diligence and closing costs related to the 1600 Harrison acquisition; and

THAT, the Board of Commissioners authorizes an allocation of up to \$3,700,000 of MTW single fund reserves to pay the Property's purchase price in the amount of \$3,300,000 and due diligence and closing costs in the amount of \$400,000; and

THAT, the Executive Director is authorized to negotiate and execute additional documents, including but not limited to, a certificate of acceptance, with the advice of legal counsel, and to take all actions necessary and appropriate to implement the foregoing resolution and complete the purchase of the Property in accordance with the terms established herein.

*I 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 October 24, 2022.*

---

*Secretary*

**ADOPTED:**

**RESOLUTION NO.**

## **EXHIBIT A**

### **LEGAL DESCRIPTION**

Lot 10, and the Northeastern 1 inch of Lot 9, as said lots are shown on the "Map of Alice Park Property, Oakland", filed February 26, 1868, in Book 3 of Maps, Page 7, in the office of the County Recorder of Alameda County, EXCEPTING from said Lot 10 to the Northeastern 0.97 of a foot thereof.





**ITEM: VII.E.**

## **Executive Office Oakland Housing Authority MEMORANDUM**

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**To:** Board of Commissioners

**From:** Patricia Wells, Executive Director

<sup>DS</sup>  
PW

**Subject:** Authorization for the Executive Director to execute a three-year contract with two one-year option terms with Elegant Enterprise-Wide Solutions, Inc. for Information Technology-related services in a total amount not to exceed \$2,200,000.

**Date:** October 24, 2022

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**Purpose:** Authorize the Executive Director to execute a three-year contract with two one-year option terms between the Oakland Housing Authority and Elegant Enterprise-Wide Solutions, Inc. for \$1,320,000 for the initial three-year term (\$440,000 annually), \$440,000 for the first one-year option term and \$440,000 for the second one-year option term, in a total amount not to exceed \$2,200,000.

**Funding:** Authorizing a total not to exceed the amount of \$2,200,000 utilizing GL Code 4182-00-000

### **Background**

The Oakland Housing Authority (Authority) Information Technology (IT) department needs consulting services to provide hands-on project support in the areas of Window administration, Network administration, VMWare administration, Data Base administration, as well as Business Continuity Implementation and Security Consulting.

OHA has located a current U.S. General Services Administration (GSA) Multiple Award Schedule, commonly referred to as "Schedule 70", contract number GS-35F-073DA, with Elegant Enterprise-Wide Solutions, Inc. that covers these services. HUD allows Public Housing Authorities to utilize these agreements per section 14.2 of the HUD Procurement Handbook, which states, "Section 211 of the E-Government Act of 2002 only allows for state and local government entities (including PHAs) to purchase from GSA Schedule 70, Information Technology, and Consolidated (formerly Corporate Contracts) Schedule contracts containing IT SINs".

Utilizing Schedule 70 contracts also greatly simplifies and expedites the procurement process by relieving the Authority of developing specifications and issuing a solicitation for these services as well as providing economy of scale.

Elegant Enterprise-Wide Solutions, Inc.

Page 2 of 2

### **Recommendation**

It is recommended that the Board of Commissioners adopt the attached resolution authorizing the Executive Director to enter into a three-year contract with two one-year option terms between the Oakland Housing Authority and Elegant Enterprise-Wide Solutions, Inc. for IT Related Services for \$1,320,000 for the initial three-year term (\$440,000 annually), \$440,000 for the first one-year option term and \$220,000 for the second one-year option term, in a total amount not to exceed \$2,200,000.

Attachment:           Power Point Presentation  
                              Resolution



# **Application and Networking Consultant**

**Board of Commissioners  
Presented by IT Director, Brandon White & CCGS Manager,  
Daniel Mermelstein  
Monday, October 24, 2022**



## Scope of Consultant Services

To provide consulting and hands-on project support, as needed, to OHA ITSD staff in the following areas:

- Windows Administration,
- Network Administration,
- VMWare Administration,
- Data Base Administration,
- Business Continuity Implementation, and
- Security Consulting



## Recommended Contract Award Amounts

Firm	contract award 2022
<b>Elegant Enterprise-Wide Solutions, Inc.</b>	<b>\$440,000.00 (Annually)</b>
●One Contracts for Three-Years with Two One-Year Option Terms●	



## Timeline

- **October 2022 – Present**
  - Present new vendor for the board for approval.
- **November and December 2022**
  - Onboard Elegant Enterprise-Wide Solutions Inc., our new vendor, and transition from our current vendor Cobra Technology Inc.
- **December 31<sup>st</sup>, 2022**
  - Cobra Technology Inc. LLC's contract ends on December 31<sup>st</sup>, 2022. That's their last working day for OHA.
  - The goal is to have any work transitioned to the new vendor before the deadline.



# Recommendations

Staff Recommendation to Board of Commissioners:

Adopt resolution authorizing Executive Director to execute the Application and Networking Consultant contract with Elegant Enterprise-Wide Solutions, Inc.



**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:**

**AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A THREE-YEAR  
CONTRACT WITH TWO 1-YEAR OPTION TERMS WITH ELEGANT ENTERPRISE-  
WIDE SOLUTIONS, INC. FOR INFORMATION TECHNOLOGY-RELATED SERVICES  
IN A TOTAL AMOUNT NOT TO EXCEED \$2,200,000.**

WHEREAS, the Oakland Housing Authority (Authority) Information Technology (IT) department has a need for consulting services that provide hands-on project support in the areas of Window administration, Network administration, VMWare administration, Data Base administration, as well as Business Continuity Implementation and Security Consulting; and

WHEREAS, OHA has located a current U.S General Services Administration (GSA) Multiple Award Schedule, commonly referred to as "Schedule 70", contract number GS-35F-073DA, with Elegant Enterprise-Wide Solutions, Inc. that covers these services; and

WHEREAS, HUD allows Public Housing Authorities to utilize these agreements per section 14.2 F of the HUD Procurement Handbook, which states, "Section 211 of the E-Government Act of 2002 only allows for state and local government entities (including PHAs) to purchase from GSA Schedule 70, Information Technology, and Consolidated (formerly Corporate Contracts) Schedule contracts containing IT SINs"; and

WHEREAS, Utilizing Schedule 70 contracts also greatly simplifies and expedites the procurement process by relieving the Authority of developing specifications and issuing a solicitation for these services, as well as provides economy of scale.

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

THAT, the Board of Commissioners approve and authorize the Executive Director to enter into a three-year contract with two one-year option terms between the Housing Authority of the City of Oakland (OHA) and Elegant Enterprise-Wide Solutions, Inc. a Virginia incorporated business, for IT Related Services for \$1,320,000 for the initial three-year term (\$440,000 annually), \$440,000 for the first one-year option term and \$440,000 for the second one-year option term, in a total amount not to exceed \$2,200,000 over the five-year contract term; and

THAT, the Executive Director, on behalf of OHA, 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 October 24, 2022.*

---

*Secretary*

**ADOPTED:**

**RESOLUTION NO.**



**ITEM: VII.F.**

## **Executive Office Oakland Housing Authority MEMORANDUM**

---

To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Authorization to execute a three-year contract with two one-year option terms with Urban Policy Development, LLC dba UPD Consulting in an amount not to exceed \$381,540

Date: October 24, 2022

---

Purpose: This action requests approval to execute a professional services contract for advisory services for a diversity, equity, inclusion, and belonging (DEIB) consultant.

Funding: Funding for services performed in FY 2023, estimated to be about \$70,000, is included in the Authority's approved annual operating budget, line item 4182-00-000. Funding for subsequent fiscal years will be included in future year budget requests.

### **Background**

The Oakland Housing Authority ("the Authority") published Request for Proposals Number 22-009 (RFP #22-009) on March 21, 2022. RFP #22-09 solicited qualified vendors to submit proposals to provide diversity, equity, inclusion and belonging consulting services. The vendors were asked to submit responses considering a combination of factors, such as analysis of baseline conditions and development of implementation strategies, and assuming a multi-stage process that, at a minimum, considers a:

1. Research and analysis stage reviewing internal and external sources that results in recommendations
2. Planning and implementation phase which incorporates training and technical assistance for staff
3. Monitoring and evaluation stage to determine whether the Authority met or exceeded benchmarks or must implement corrective actions.

In addition to posting the RFP on the website, staff also soli the local newspapers on March 24, 2022, March 25, 2022, March 31, 2022 and April 1, 2022. Six companies responded by the deadline of April 19, 2022. All six responsive proposals were evaluated and scored by the Evaluation Committee on September 14, 2022. The Evaluation Committee recommended awarding a contract to Urban Policy Development, LLC, dba UPD Consulting.

Diversity, Equity, Inclusion, and Belonging Consultant  
Page 2 of 2

UPD Consulting is an equity implementation company with over 15 years of experience assisting clients through challenging initiatives. Together with its partner GCAP Services, Inc., the firm has provided public sector clients, including housing authorities, with large-scale equity assessments, strategic equity plans, and DEIB professional development and technical assistance in the form of metric-setting, data use, and initiative design. As part of the planned work, the consulting team will support OHA's efforts to not only change attitudes and policies that have an adverse effect on others, but also to improve the Authority's outcomes internally and externally and reduce the negative effects of structural and institutional inequities.

**Recommendation:**

Staff recommends that the Board of Commissioners authorize the Executive Director to execute a three-year contract with two one-year option terms with Urban Policy Development, LLC dba UPD Consulting in an amount not to exceed \$381,540.

Attachments:        CCGS Memorandum  
                             Resolution



## CONTRACT COMPLIANCE & GENERAL SERVICES

1619 Harrison Street, Oakland, CA 94612 \* (510) 587-2166 / (510) 587-2124 FAX

### INTEROFFICE MEMORANDUM

**To:** Patricia Wells, Executive Director

**Through:** Duane Hopkins, Chief Officer of Program and Finance Administration <sup>DS</sup> *DH*  
 Dominica Henderson, Special Assistant to the Executive Director/Director of Planning, Implementation, and Compliance  
 Drew Felder, Director of Human Resources <sup>DS</sup> *DF*  
 Daniel Mermelstein, CCGS Manager <sup>DS</sup> *DM*

**From:** Jeanne Smith, Contract Specialist, CCGS <sup>DS</sup> *JS*

**Subject:** CCGS Review Memo for RFP #22-009 Diversity, Equity, Inclusion and Belonging Consultant

**Date:** September 28, 2022

-----

This memo is to advise you that an RFP for Diversity, Equity, Inclusion and Belonging Consultant was issued. After all proposals were reviewed and evaluated, it is being recommended that OHA award a contract to Urban Policy Development, LLC, dba UPD Consulting.

#### **Background**

The Authority issued RFP #22-009 in accordance with the Oakland Housing Authority's Procurement Policy on March 21, 2022. A total of 987 vendors received notification of issuance of the RFP through the agency's bidding systems, Economic Engine and Infolane. The RFP was also publicly posted on the Oakland Housing Authority's website on March 21, 2022, and in the local newspapers on March 24, 2022, March 25, 2022, March 31, 2022 and April 1, 2022. Six companies responded by the deadline of April 19, 2022. All six responsive proposals were evaluated by the Evaluation Committee on April 27, 2022.

A panel comprised of four OHA employees convened on Monday, June 6, 2022 to evaluate and rate each of the proposals and decided to receive references on each firm. Because of adding references to the evaluation process, losing one of the evaluation committee members and having to get a new member approved, as well finding time on the member's calendars, the committee reconvened on September 14, 2022.

#### **Scoring**

All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to Urban Policy Development, LLC, dba UPD Consulting.

**Recommendation**

It is recommended that the Oakland Housing Authority proceed with awarding a contract to Urban Policy Development, LLC, dba UPD Consulting

Debarment: The recommended firms have not been debarred or limited from participating in federally funded projects.


Insurance Requirement: Copies of Commercial, General, Automobile, and Errors and Omissions Liability Insurance (naming the Oakland Housing Authority as additionally insured) along with Workers’ Compensation Insurance shall be requested and received by CCGS for this project. The contracted firm shall be responsible for collecting and forwarding all insurance documents from its subcontractors to CCGS.

Section 3: The Oakland Housing Authority expects the selected contractor to make a good faith effort to comply with the Section 3 Policy. Please refer to “**Section 3 Requirements - Oakland Housing Authority Economic Opportunities Policy**”. Contractor must be in compliance with the Section 3 of the Housing Act of 1968, as amended regarding the provision of training and employment opportunities for low-income persons, with priority to residents of the Oakland Housing Authority public housing. The Oakland Housing Authority Project Manager and Labor Compliance/Section 3 Officer will monitor Consultant’s compliance with Section 3 requirements.

Available Upon Request: **Section 3 Requirements – Oakland Housing Authority Economic Opportunities Policy.**

Approved:

Not Approved:

DocuSigned by:  
  
722CF180EE194A1...

10/4/2022

Patricia Wells

Date

Executive Director

Patricia Wells

Date

Executive Director

**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:**

**AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A THREE-YEAR  
CONTRACT WITH TWO ONE-YEAR OPTION TERMS WITH URBAN POLICY  
DEVELOPMENT, LLC DBA UPD CONSULTING IN AN AMOUNT NOT TO EXCEED  
\$381,540**

WHEREAS, OHA issued RFP 22-009 on March 21, 2022 soliciting qualified vendors to provide diversity, equity, inclusion, and belonging consulting services; and

WHEREAS, a total of 987 vendors received notification of issuance of the RFP through the agency's bidding systems, Economic Engine and Infolane; and

WHEREAS, the RFP also was posted on the Oakland Housing Authority's website and in the local newspapers; and

WHEREAS, six companies responded by the deadline; and

WHEREAS, a panel comprised of four OHA employees convened to evaluate and rate the six responsive proposals; and

WHEREAS, after all proposals were reviewed and scored, the Evaluation Committee recommended awarding a contract to Urban Policy Development, LLC dba UPD Consulting; and



WHEREAS, UPD Consulting is an equity implementation company with over 15 years of experience assisting clients through challenging initiatives; and

WHEREAS, together with its partner GCAP Services, Inc., the firm has provided public sector clients, including housing authorities, with large-scale equity assessments, strategic equity plans, and DEIB professional development and technical assistance in the form of metric-setting, data use, and initiative design; and

WHEREAS, staff requests authorization for the Executive Director to execute a three-year contract with two one-year option terms with Urban Policy Development, LLC, dba UPD Consulting, in an amount not to exceed \$381,540.

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

THAT, the Board of Commissioners approve executing a three-year contract with two one-year option terms with Urban Policy Development, LLC, dba UPD Consulting, in an amount not to exceed \$381,540; 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 October 24, 2022.*

---

Secretary

**ADOPTED:**

**RESOLUTION NO.**

# **CONSENT AGENDA ITEMS**

**ITEM: VII.G.1.****Executive Office****Oakland Housing Authority MEMORANDUM**

---

To: Board of Commissioners

From: Patricia Wells, Executive Director

<sup>DS</sup>  
PW

Subject: Resolution Making Findings Authorizing Continued Remote Teleconference Meetings of the Board of Commissioners Pursuant to Brown Act Provisions, as amended by Assembly Bill Number 361.

Date: October 24, 2022

---

Purpose: This action will authorize continued remote teleconference meetings of the Board of Commissioners pursuant to Brown Act Provisions, as amended by Assembly Bill Number 361.

Funding: No funding is required.

**Background:**

On March 17, 2020, Governor Newsom issued Executive Order N-29-20, which allowed for relaxed provisions of the Ralph M. Brown Act (Brown Act) for legislative bodies to conduct meetings through teleconferencing without having to meet the strict compliance of the Brown Act. All provisions of Executive Order N-29-20 concerning the conduct of public meetings via teleconferencing expired on September 30, 2021. On October 25, 2021 through Resolution Number 4997 and in compliance with Assembly Bill 361 (Chapter 165, Statutes of 2021) (AB 361), the Board of Commissioners ratified the proclamation of a state of emergency and made findings, which authorized continued remote teleconference meetings.

On November 24, 2021, The Board of Commissioners adopted Resolution Number 5009 within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On December 6, 2021, The Board of Commissioners adopted Resolution Number 5020, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On December 27, 2021, The Board of Commissioners adopted Resolution Number 5022, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

## Assembly Bill Number 361

### Page 2 of 3

On January 24, 2022, The Board of Commissioners adopted Resolution Number 5033, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On February 28, 2022, The Board of Commissioners adopted Resolution Number 5034, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On March 21, 2022, The Board of Commissioners adopted Resolution Number 5051, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On April 25, 2022, The Board of Commissioners adopted Resolution Number 5056, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On May 23, 2022, The Board of Commissioners adopted Resolution Number 5079, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On June 27, 2022, The Board of Commissioners adopted Resolution Number 5090, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On July 25, 2022, The Board of Commissioners adopted Resolution Number 5095, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On August 22, 2022, The Board of Commissioners adopted Resolution Number 5099, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On September 26, 2022, The Board of Commissioners adopted Resolution Number 5107, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

AB 361 was signed into law by the Governor on September 16, 2021, and went into effect immediately. It amends the Brown Act to allow local legislative bodies to continue using teleconferencing and virtual meeting technology after the September 30, 2021 expiration of the current Brown Act exemptions as long as there is a "proclaimed state of emergency" by the Governor. This allowance also depends on state or local officials imposing or recommending measures that promote social distancing or a legislative body finding that meeting in person would present an imminent safety risk to attendees. Though adopted in the context of the pandemic, AB 361 will allow for virtual meetings during other

## Assembly Bill Number 361

Page 3 of 3

proclaimed emergencies, such as earthquakes or wildfires, where physical attendance may present a risk. AB 361 will sunset on January 1, 2024.

In light of AB 361, the continuing COVID-19 State of Emergency declared by the Governor, the continuing Local Emergency declared by the City of Oakland, the continuing recommendations by the County of Alameda Health Officer of social distancing as a mechanism for preventing the spread of COVID-19, and the continued threats to health and safety posed by indoor public meetings, staff recommends the Board of Commissioners adopt the proposed Resolution making the findings required to initially invoke AB 361.

The procedures currently set up for Board of Commissioners' meetings, which provide public attendance and comment through a call-in or internet-based service option, satisfy the requirements of AB 361. The Executive Director, or designee, will work with the Board to ensure that meeting procedures for all teleconferenced meetings comply with AB 361. Continued reliance will require the Board of Commissioners to adopt a new resolution making required findings every 30 days.

### **Recommendation:**

It is recommended that the Board of Commissioners adopt a resolution making findings authorizing continued remote teleconference meetings of the Board of Commissioners pursuant to Brown Act provisions, as amended by Assembly Bill Number 361.

Attachments:        Resolution

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

On Motion of Commissioner: Mark Tortorich

Seconded by Commissioner: Lynette Jung-Lee

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: 5107**

**RESOLUTION MAKING FINDINGS AUTHORIZING CONTINUED REMOTE  
TELECONFERENCE MEETINGS OF THE BOARD OF COMMISSIONERS  
PURSUANT TO BROWN ACT PROVISIONS, AS AMENDED BY ASSEMBLY BILL  
NO. 361**

WHEREAS, the Housing Authority of the City of Oakland ("Housing Authority") is committed to preserving and nurturing public access and participation in meetings of the Board of Commissioners; and

WHEREAS, all meetings of the Housing Authority's Board of Commissioners are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the Housing Authority's Board of Commissioners conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist within the jurisdiction of the Housing Authority, specifically, on March 17, 2020 the Governor of the State of California proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19, and such declaration has not been lifted or rescinded; and

WHEREAS, as a result of the COVID-19 pandemic the California Department of Health and the Health Officer of the County of Alameda continue to recommend measures to promote social distancing. Additionally, On March 9, 2020, in response to the COVID-19 pandemic, the City Council of the City of Oakland declared a local emergency as set forth in Resolution No. 898075 C.M.S., which remains in full force and effect to date; and

WHEREAS, the Board of Commissioners does hereby find that the COVID-19 pandemic has caused, and will continue to cause, imminent risk to the health and safety of attendees meeting in person for a Board of Commissioners' meeting, and the COVID-19 pandemic has caused conditions of peril to the safety of persons within the jurisdiction of the Housing Authority that are likely to be beyond the control of services, personnel, equipment, and facilities of the Housing Authority, and desires to ratify the proclamation of a state of emergency by the Governor of the State of California and ratify the California Department of Health and the Health Officer of the County of Alameda's recommended measures to promote social distancing; and

WHEREAS, Resolution 4997 ratified the proclamation of the state of emergency and made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on November 24, 2021, Resolution 5009 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on December 06, 2021, Resolution 5020 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on December 27, 2021, Resolution 5022 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on January 24, 2022, Resolution 5033 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on February 28, 2022, Resolution 5034 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on March 21, 2022, Resolution 5051 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on April 25, 2022, Resolution 5056 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on May 23, 2022, Resolution 5079 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on June 27, 2022, Resolution 5090 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on July 25, 2022, Resolution 5095 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on August 22, 2022, Resolution 5099 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on September 26, 2022, Resolution 5107 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, as a consequence of the local emergency and state of emergency the Board of Commissioners shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that the Board of Commissioners shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of Government Code section 54953.

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

THAT, Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference; and

THAT, Section 2. Reconsideration. The Board hereby reconsiders the circumstances of the state of emergency; and

THAT, Section 3. Ratification of the California Department of Health and the Health Officer of the County of Alameda's recommended measures to promote social distancing. The Board hereby finds that state and local officials continue to recommend measures to promote social distancing. The Board further hereby ratifies the California Department of Health and the Health Officer of the County of Alameda's recommended measures to promote social distancing and finds that, as a result of the state of emergency, meeting in person would present imminent risk to the health or safety of attendees; and



THAT, Section 4. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020, which declaration has not been lifted or rescinded, and hereby finds that the state of emergency continues to directly impact the ability of the Board of Commissioners and members of the public to meet safely in person; and

THAT, Section 5. Remote Teleconference Meetings. The Housing Authority's Executive Director, and designee, and the Board of Commissioners are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continued teleconferencing and conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act; and

THAT, Section 6. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) 30 days from the adoption of this Resolution, or, (ii) such time as the Board of Commissioners adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board of Commissioners of the Housing Authority may continue to teleconference without compliance with Government Code section 54953(b)(3).

*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 October 24, 2022.*

---

Secretary

**ADOPTED:**

**RESOLUTION NO.**



**ITEM: VII.G.2.**
**Executive Office**  
**Oakland Housing Authority MEMORANDUM**


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To: Board of Commissioners

From: Patricia Wells, Executive Director

Subject: Approval of Public Employees System (CalPERS) Resolution for the 001 Unrepresented Group, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA).

Date: October 24, 2022

---

**Purpose:** This memorandum transmits for your approval a CalPERS Health Resolution for the Unrepresented Group which changes (increases) the Authority's contribution amount towards active employees' and retirees' CalPERS Health Plan premiums. Pursuant to CalPERS regulations, a change in employer contribution can only be accomplished through a resolution signed by the Board.

**Funding:** Funding for this increase is included in the FY 2023 Budget line 9150-00-000, 9230-00-000, 9450-00-000 and 9550-00-000, approved by the Board of Commissioners on May 09, 2022.

### **Background**

The Authority has participated in the CalPERS Health Benefit Program since 1995 and contracts with the Public Employees Medical and Hospital Care Act (PEMHCA) under the "By Group" method, which means we are required to submit a separate resolution for each group to increase the employer contribution amount. The list and assigned codes of the Authority's nine (9) groups are as follows:

<b>CalPERS CODE</b>	<b>BARGAINING UNIT/GROUP</b>	<b>NonPERS/ICMA CODE</b>
001	Unrepresented	701
002	Building Trades Council	702
004	Local 1021, SEIU Maintenance	704
005	Local 1021, SEIU APA/HAR	--
006	Local 29, OPEIU	706

The Authority has active and retired employees in both CalPERS and International City/County Management Association (ICMA) retirement systems. Therefore, as stated above, resolutions must be adopted separately for each group.

## CalPERs Health Resolutions 001

Page 2 of 2

Effective, January 1, 2009, CalPERS adopted criteria pursuant to Senate Bill 1123 (SB1123) for making changes to certain employee benefits, specifically providing certification of adherence to Government Code 7507. Specifically, GC 7507 requires that before an employer adopts certain benefits changes for their employees, employers must provide at a public meeting at least two weeks before implementation of benefit changes and explanation of the future cost impact. Therefore, the Authority must submit an updated resolution, which contains the acknowledgement and understanding of the current and future cost of the changes in benefits.

**Fiscal Impact**

Change in the employer contribution amounts are regularly based on the board approved contract agreements between Local 29, OPEIU, Local 1021 Maintenance, Local 1021 APA/HAR, and the Alameda County Building and Construction Trades Council. Specifically, the language states that the Authority's contribution towards the premium cost for employees' CalPERS selective health plan would increase by the amount equal to the Kaiser Family Plan Premium increase for each year.

The increase for the 2023 year is \$147.36 from the 2022 year. Therefore, the contributions amount will change (increase) from a maximum of \$2,228.36 to a maximum of \$2,375.72. This change represents a 6.61% increase above the 2022 plan year maximum contribution amount.

Funds to cover the Authority's contribution amount increase are funded in the FY2023 budget.

**Recommendation**

It is recommended that the Board of Commissioners approve the attached resolution as required by California Public Retirement System (CalPERS), and to comply with the agreements, memorandum of understandings between the Authority and the bargaining units, and unrepresented employees.

Attachment: Resolution

**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 TH EXECUTIVE DIRECTO TO FIX THE EMPLOYER CONTRIBUTION  
AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS UNDER THE  
PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT WITH RESPECT TO  
A RECOGNIZED EMPLOYEE ORGANIZATION 001 UNREPRESENTED**

WHEREAS, Oakland Housing Authority is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by members of the Unrepresented Group; and

WHEREAS, Government Code Section 22892(a) provides that a contracting agency subject to the Act shall fix the amount of employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by section 22892(b) of the Act; and

RESOLVED, That the employer contribution for each employee and or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of \$2375.72 per month, plus administrative fees and Contingency Reserve Fund assessments; and

RESOLVED, Oakland Housing Authority has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and

RESOLVED, That the participation of the employees and annuitants of Oakland Housing Authority shall be subject to determination of its status as an “agency or instrumentality of the state, or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Oakland Housing Authority would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and

RESOLVED, That the executive body appoint and direct, and it does hereby appoint and direct, the Human Resources Director to File with the Board a verified copy of this resolution, and to perform on behalf of the Oakland Housing Authority all functions required of it under the Act; and

RESOLVED, That coverage under the Act be effective on January 1, 2023.

Adopted at a meeting of the Board of Commissioners at 1619 Harrison Street Oakland, California, this 24<sup>th</sup> day of October, 2022.

**Signed:** \_\_\_\_\_  
*Patricia Wells, Secretary / Executive Director*

**Attest:** \_\_\_\_\_  
*Anne Griffith, Chair of Board of Commissioners*



**ITEM: VII.G.3**
**Executive Office**  
**Oakland Housing Authority MEMORANDUM**


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To: Board of Commissioners

From: Patricia Wells, Executive Director



Subject: Approval of Public Employees System (CalPERS) Resolution for the 002 Alameda Co Bldg Construct Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA)

Date: October 24, 2022

---

**Purpose:** This memorandum transmits for your approval a CalPERS Health Resolution for the Alameda County Building and Construction Trades Council unit which changes (increases) the Authority's contribution amount towards active employees' and retirees' CalPERS Health Plan premiums. Pursuant to CalPERS regulations, a change in employer contribution can only be accomplished through a resolution signed by the Board.

**Funding:** Funding for this increase is included in the FY 2023 Budget line 9150-00-000, 9230-00-000, 9450-00-000 and 9550-00-000, approved by the Board of Commissioners on May 09, 2022.

**Background:**

The Authority has participated in the CalPERS Health Benefit Program since 1995 and contracts with the Public Employees Medical and Hospital Care Act (PEMHCA) under the "By Group" method, which means we are required to submit a separate resolution for each group to increase the employer contribution amount. The list and assigned codes of the Authority's nine (9) groups are as follows:

<b>CalPERS CODE</b>	<b>BARGAINING UNIT/GROUP</b>	<b>NonPERS/ICMA CODE</b>
001	Unrepresented	701
002	Building Trades Council	702
004	Local 1021, SEIU Maintenance	704
005	Local 1021, SEIU APA/HAR	--
006	Local 29, OPEIU	706



## CalPERs Health Resolutions 002

Page 2 of 2

The Authority has active and retired employees in both CalPERS and International City/County Management Association (ICMA) retirement systems. Therefore, as stated above, resolutions must be adopted separately for each group.

Effective, January 1, 2009, CalPERS adopted criteria pursuant to Senate Bill 1123 (SB1123) for making changes to certain employee benefits, specifically providing certification of adherence to Government Code 7507. Specifically, GC 7507 requires that before an employer adopts certain benefits changes for their employees, employers must provide at a public meeting at least two weeks before implementation of benefit changes and explanation of the future cost impact. Therefore, the Authority must submit an updated resolution, which contains the acknowledgement and understanding of the current and future cost of the changes in benefits.

**Fiscal Impact:**

Change in the employer contribution amounts are regularly based on the board approved contract agreements between Local 29, OPEIU, Local 1021 Maintenance, Local 1021 APA/HAR, and the Alameda County Building and Construction Trades Council. Specifically, the language states that the Authority's contribution towards the premium cost for employees' CalPERS selective health plan would increase by the amount equal to the Kaiser Family Plan Premium increase for each year.

The increase for the 2023 year is \$147.36 from the 2022 year. Therefore, the contributions amount will change (increase) from a maximum of \$2,228.36 to a maximum of \$2,375.72. This change represents a 6.61% increase above the 2022 plan year maximum contribution amount.

Funds to cover the Authority's contribution amount increase are funded in the FY2023 budget.

**Recommendations:**

It is recommended that the Board of Commissioners approve the attached resolution as required by California Public Retirement System (CalPERS), and to comply with the agreements, memorandum of understandings between the Authority and the bargaining units, and unrepresented employees.

Attachment: Resolution

**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 FIX THE EMPLOYER  
CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT WITH  
RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION 002 ALAMEDA CO  
BLDG CONSTRUCT**

WHEREAS, Oakland Housing Authority is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by members of the Alameda County Building and Construction Trades Council; and

WHEREAS, Government Code Section 22892(a) provides that a contracting agency subject to the Act shall fix the amount of employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by section 22892(b) of the Act; and

RESOLVED, That the employer contribution for each employee and or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of \$2375.72 per month, plus administrative fees and Contingency Reserve Fund assessments; and

RESOLVED, Oakland Housing Authority has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and

RESOLVED, That the participation of the employees and annuitants of Oakland Housing Authority shall be subject to determination of its status as an “agency or instrumentality of the state, or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Oakland Housing Authority would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and

RESOLVED, That the executive body appoint and direct, and it does hereby appoint and direct, the Human Resources Director to File with the Board a verified copy of this resolution, and to perform on behalf of the Oakland Housing Authority all functions required of it under the Act; and

RESOLVED, That coverage under the Act be effective on January 1, 2023.

Adopted at a meeting of the Board of Commissioners at 1619 Harrison Street Oakland, California, this 24<sup>th</sup> day of October, 2022

**Signed:** \_\_\_\_\_  
*Patricia Wells, Secretary / Executive Director*

**Attest:** \_\_\_\_\_  
*Anne Griffith, Chair of Board of Commissioners*



ITEM: VII.G.4.

## Executive Office Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director

DS  
PW

Subject: Approval of Public Employees System (CalPERS) Resolution for the 004 Loc 1021 SEIU MAINT Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA).

Date: October 24, 2021

**Purpose:** This memorandum transmits for your approval a CalPERS Health Resolution for the Local 1021 SEIU Maintenance Unit which changes (increases) the Authority's contribution amount towards active employees' and retirees' CalPERS Health Plan premiums. Pursuant to CalPERS regulations, a change in employer contribution can only be accomplished through a resolution signed by the Board.

**Funding:** Funding for this increase is included in the FY 2023 Budget line 9150-00-000, 9230-00-000, 9450-00-000 and 9550-00-000, approved by the Board of Commissioners on May 09, 2022.

### **Background:**

The Authority has participated in the CalPERS Health Benefit Program since 1995 and contracts with the Public Employees Medical and Hospital Care Act (PEMHCA) under the "By Group" method, which means we are required to submit a separate resolution for each group to increase the employer contribution amount. The list and assigned codes of the Authority's nine (9) groups are as follows:

<b>CalPERS CODE</b>	<b>BARGAINING UNIT/GROUP</b>	<b>NonPERS/ICMA CODE</b>
001	Unrepresented	701
002	Building Trades Council	702
004	Local 1021, SEIU Maintenance	704
005	Local 1021, SEIU APA/HAR	--
006	Local 29, OPEIU	706

The Authority has active and retired employees in both CalPERS and International City/County Management Association (ICMA) retirement systems. Therefore, as stated above, resolutions must be adopted separately for each group.

## CalPERs Health Resolutions 004

Page 2 of 2

Effective, January 1, 2009, CalPERS adopted criteria pursuant to Senate Bill 1123 (SB1123) for making changes to certain employee benefits, specifically providing certification of adherence to Government Code 7507. Specifically, GC 7507 requires that before an employer adopts certain benefits changes for their employees, employers must provide at a public meeting at least two weeks before implementation of benefit changes an explanation of the future cost impact. Therefore, the Authority must submit an updated resolution, which contains the acknowledgement and understanding of the current and future cost of the changes in benefits.

**Fiscal Impact:**

Change in the employer contribution amounts are regularly based on the board approved contract agreements between Local 29, OPEIU, Local 1021 Maintenance, Local 1021 APA/HAR, and the Alameda County Building and Construction Trades Council. Specifically, the language states that the Authority's contribution towards the premium cost for employees' CalPERS selective health plan would increase by the amount equal to the Kaiser Family Plan Premium increase for each year.

The increase for the 2023 year is \$147.36 from the 2022 year. Therefore, the contributions amount will change (increase) from a maximum of \$2,228.36 to a maximum of \$2,375.72. This change represents a 6.61% increase above the 2022 plan year maximum contribution amount.

Funds to cover the Authority's contribution amount increase are funded in the FY2023 budget.

**Recommendation:**

It is recommended that the Board of Commissioners approve the attached resolution as required by California Public Retirement System (CalPERS), and to comply with the agreements, memorandum of understandings between the Authority and the bargaining units, and unrepresented employees.

Attachment: Resolution

**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 FIX THE EMPLOYER  
CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT WITH  
RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION 004 LOC 1021 SEIU  
MAINT UNIT**

WHEREAS, Oakland Housing Authority is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by members of the Local 1021, SEIU Maintenance Unit; and

WHEREAS, Government Code Section 22892(a) provides that a contracting agency subject to the Act shall fix the amount of employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by section 22892(b) of the Act; and

RESOLVED, That the employer contribution for each employee and or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of \$2375.72 per month, plus administrative fees and Contingency Reserve Fund assessments; and

RESOLVED, Oakland Housing Authority has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and

RESOLVED, That the participation of the employees and annuitants of Oakland Housing Authority shall be subject to determination of its status as an “agency or instrumentality of the state, or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Oakland Housing Authority would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and

RESOLVED, That the executive body appoint and direct, and it does hereby appoint and direct, the Human Resources Director to File with the Board a verified copy of this resolution, and to perform on behalf of the Oakland Housing Authority all functions required of it under the Act; and

RESOLVED, That coverage under the Act be effective on January 1, 2023.

Adopted at a meeting of the Board of Commissioners at 1619 Harrison Street Oakland, California, this 24<sup>th</sup> day of October, 2022.

**Signed:** \_\_\_\_\_  
*Patricia Wells, Secretary / Executive Director*

**Attest:** \_\_\_\_\_  
*Anne Griffith, Chair of Board of Commissioners*





**ITEM: VII.G.5.**
**Executive Office**  
**Oakland Housing Authority MEMORANDUM**


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To: Board of Commissioners

From: Patricia Wells, Executive Director

DS  
PW

Subject: Approval of Public Employees System (CalPERS) Resolution for the 005 Loc 1021 SEIU APA/HAR Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA).

Date: October 24, 2022

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**Purpose:** This memorandum transmits for your approval a CalPERS Health Resolution for the Local 1021 SEIU APA/HAR Unit which changes (increases) the Authority's contribution amount towards active employees' and retirees' CalPERS Health Plan premiums. Pursuant to CalPERS regulations, a change in employer contribution can only be accomplished through a resolution signed by the Board.

**Funding:** Funding for this increase is included in the FY 2023 Budget line 9150-00-000, 9230-00-000, 9450-00-000 and 9550-00-000, approved by the Board of Commissioners on May 09, 2022.

**Background:**

The Authority has participated in the CalPERS Health Benefit Program since 1995 and contracts with the Public Employees Medical and Hospital Care Act (PEMHCA) under the "By Group" method, which means we are required to submit a separate resolution for each group to increase the employer contribution amount. The list and assigned codes of the Authority's nine (9) groups are as follows:

<b>CalPERS CODE</b>	<b>BARGAINING UNIT/GROUP</b>	<b>NonPERS/ICMA CODE</b>
001	Unrepresented	701
002	Building Trades Council	702
004	Local 1021, SEIU Maintenance	704
005	Local 1021, SEIU APA/HAR	--
006	Local 29, OPEIU	706

The Authority has active and retired employees in both CalPERS and International City/County Management Association (ICMA) retirement systems. Therefore, as stated above, resolutions must be adopted separately for each group.

## CalPERs Health Resolutions 005

Page 2 of 2

Effective, January 1, 2009, CalPERS adopted criteria pursuant to Senate Bill 1123 (SB1123) for making changes to certain employee benefits, specifically providing certification of adherence to Government Code 7507. Specifically, GC 7507 requires that before an employer adopts certain benefits changes for their employees, employers must provide at a public meeting at least two weeks before implementation of benefit changes and explanation of the future cost impact. Therefore, the Authority must submit an updated resolution, which contains the acknowledgement and understanding of the current and future cost of the changes in benefits.

**Fiscal Impact:**

Change in the employer contribution amounts are regularly based on the board approved contract agreements between Local 29, OPEIU, Local 1021 Maintenance, Local 1021 APA/HAR, and the Alameda County Building and Construction Trades Council. Specifically, the language states that the Authority's contribution towards the premium cost for employees' CalPERS selective health plan would increase by the amount equal to the Kaiser Family Plan Premium increase for each year.

The increase for the 2023 year is \$147.36 from the 2022 year. Therefore, the contributions amount will change (increase) from a maximum of \$2,228.36 to a maximum of \$2,375.72. This change represents a 6.61% increase above the 2022 plan year maximum contribution amount.

Funds to cover the Authority's contribution amount increase are funded in the FY2023 budget.

**Recommendation:**

It is recommended that the Board of Commissioners approve the attached resolution as required by California Public Retirement System (CalPERS), and to comply with the agreements, memorandum of understandings between the Authority and the bargaining units, and unrepresented employees.

Attachment: Resolution

**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 FIX THE EMPLOYER  
CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT WITH  
RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION 005 LOC 1021 SEIU  
APA/HAR**

WHEREAS, Oakland Housing Authority is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by members of the Local 1021, SEIU APA/HAR Unit; and

WHEREAS, Government Code Section 22892(a) provides that a contracting agency subject to the Act shall fix the amount of employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by section 22892(b) of the Act; and

RESOLVED, That the employer contribution for each employee and or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of \$2375.72 per month, plus administrative fees and Contingency Reserve Fund assessments; and

RESOLVED, Oakland Housing Authority has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and

RESOLVED, That the participation of the employees and annuitants of Oakland Housing Authority shall be subject to determination of its status as an “agency or instrumentality of the state, or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Oakland Housing Authority would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and

RESOLVED, That the executive body appoint and direct, and it does hereby appoint and direct, the Human Resources Director to File with the Board a verified copy of this resolution, and to perform on behalf of the Oakland Housing Authority all functions required of it under the Act; and

RESOLVED, That coverage under the Act be effective on January 1, 2023.

Adopted at a meeting of the Board of Commissioners at 1619 Harrison Street Oakland, California, this 24<sup>th</sup> day of October 2022.

**Signed:** \_\_\_\_\_  
*Patricia Wells, Secretary / Executive Director*

**Attest:** \_\_\_\_\_  
*Anne Griffith, Chair of Board of Commissioners*



**ITEM: VII.G.6.**
**Executive Office**  
**Oakland Housing Authority MEMORANDUM**


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To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Approval of Public Employees System (CalPERS) Resolution for the 006 Loc 29 OPEIU Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA)

Date: October 24, 2022

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**Purpose:** This memorandum transmits for your approval a CalPERS Health Resolution for the Local 29 OPEIU Unit which changes (increases) the Authority's contribution amount towards active employees' and retirees' CalPERS Health Plan premiums. Pursuant to CalPERS regulations, a change in employer contribution can only be accomplished through a resolution signed by the Board.

**Funding:** Funding for this increase is included in the FY 2023 Budget line 9150-00-000, 9230-00-000, 9450-00-000 and 9550-00-000, approved by the Board of Commissioners on May 09, 2022.

**Background:**

The Authority has participated in the CalPERS Health Benefit Program since 1995 and contracts with the Public Employees Medical and Hospital Care Act (PEMHCA) under the "By Group" method, which means we are required to submit a separate resolution for each group to increase the employer contribution amount. The list and assigned codes of the Authority's nine (9) groups are as follows:

<b>CalPERS CODE</b>	<b>BARGAINING UNIT/GROUP</b>	<b>NonPERS/ICMA CODE</b>
001	Unrepresented	701
002	Building Trades Council	702
004	Local 1021, SEIU Maintenance	704
005	Local 1021, SEIU APA/HAR	--
006	Local 29, OPEIU	706

The Authority has active and retired employees in both CalPERS and International City/County Management Association (ICMA) retirement systems. Therefore, as stated above, resolutions must be adopted separately for each group.

## CalPERs Health Resolutions 006

Page 2 of 2

Effective, January 1, 2009, CalPERS adopted criteria pursuant to Senate Bill 1123 (SB1123) for making changes to certain employee benefits, specifically providing certification of adherence to Government Code 7507. Specifically, GC 7507 requires that before an employer adopts certain benefits changes for their employees, employers must provide at a public meeting at least two weeks before implementation of benefit changes an explanation of the future cost impact. Therefore, the Authority must submit an updated resolution, which contains the acknowledgement and understanding of the current and future cost of the changes in benefits.

**Fiscal Impact:**

Change in the employer contribution amounts are regularly based on the board approved contract agreements between Local 29, OPEIU, Local 1021 Maintenance, Local 1021 APA/HAR, and the Alameda County Building and Construction Trades Council. Specifically, the language states that the Authority's contribution towards the premium cost for employees' CalPERS selective health plan would increase by the amount equal to the Kaiser Family Plan Premium increase for each year.

The increase for the 2023 year is \$147.36 from the 2022 year. Therefore, the contributions amount will change (increase) from a maximum of \$2,228.36 to a maximum of \$2,375.72. This change represents a 6.61% increase above the 2022 plan year maximum contribution amount.

Funds to cover the Authority's contribution amount increase are funded in the FY2023 budget.

**Recommendation:**

It is recommended that the Board of Commissioners approve the attached resolution as required by California Public Retirement System (CalPERS), and to comply with the agreements, memorandum of understandings between the Authority and the bargaining units, and unrepresented employees.

Attachment: Resolution



**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 FIX THE EMPLOYER  
CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT WITH  
RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION 006 LOC 29 OPEIU**

WHEREAS, Oakland Housing Authority is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by members of the Local 29, OPEIU: and

WHEREAS, Government Code Section 22892(a) provides that a contracting agency subject to the Act shall fix the amount of employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by section 22892(b) of the Act; and

RESOLVED, That the employer contribution for each employee and or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of \$2375.72 per month, plus administrative fees and Contingency Reserve Fund assessments; and

RESOLVED, Oakland Housing Authority has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and

RESOLVED, That the participation of the employees and annuitants of Oakland Housing Authority shall be subject to determination of its status as an “agency or instrumentality of the state, or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Oakland Housing Authority would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and

RESOLVED, That the executive body appoint and direct, and it does hereby appoint and direct, the Human Resources Director to File with the Board a verified copy of this resolution, and to perform on behalf of the Oakland Housing Authority all functions required of it under the Act; and

RESOLVED, That coverage under the Act be effective on January 1, 2023.

Adopted at a meeting of the Board of Commissioners at 1619 Harrison Street Oakland, California, this 24<sup>th</sup> day of October, 2022.

**Signed:** \_\_\_\_\_  
*Patricia Wells, Secretary / Executive Director*

**Attest:** \_\_\_\_\_  
*Anne Griffith, Chair of Board of Commissioners*



ITEM: VII.G.7.

## Executive Office Oakland Housing Authority MEMORANDUM

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To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Approval of Public Employees System (CalPERS) Resolution for the 701 Unrepresented ICMA RETR Group, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA)

Date: October 24, 2022

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**Purpose:** This memorandum transmits for your approval a CalPERS Health Resolution for the Unrepresented Group in the ICMA Retirement Plan which changes (increases) the Authority's contribution amount towards active employees' and retirees' CalPERS Health Plan premiums. Pursuant to CalPERS regulations, a change in employer contribution can only be accomplished through a resolution signed by the Board.

**Funding:** Funding for this increase is included in the FY 2023 Budget line 9150-00-000, 9230-00-000, 9450-00-000 and 9550-00-000, approved by the Board of Commissioners on May 09, 2022.

### **Background:**

The Authority has participated in the CalPERS Health Benefit Program since 1995 and contracts with the Public Employees Medical and Hospital Care Act (PEMHCA) under the "By Group" method, which means we are required to submit a separate resolution for each group to increase the employer contribution amount. The list and assigned codes of the Authority's nine (9) groups are as follows:

<b>CalPERS CODE</b>	<b>BARGAINING UNIT/GROUP</b>	<b>NonPERS/ICMA CODE</b>
001	Unrepresented	701
002	Building Trades Council	702
004	Local 1021, SEIU Maintenance	704
005	Local 1021, SEIU APA/HAR	--
006	Local 29, OPEIU	706

The Authority has active and retired employees in both CalPERS and International City/County Management Association (ICMA) retirement systems. Therefore, as stated above, resolutions must be adopted separately for each group.

## CalPERs Health Resolutions 701

Page 2 of 2

Effective, January 1, 2009, CalPERS adopted criteria pursuant to Senate Bill 1123 (SB1123) for making changes to certain employee benefits, specifically providing certification of adherence to Government Code 7507. Specifically, GC 7507 requires that before an employer adopts certain benefits changes for their employees, employers must provide at a public meeting at least two weeks before implementation of benefit changes an explanation of the future cost impact. Therefore, the Authority must submit an updated resolution, which contains the acknowledgement and understanding of the current and future cost of the changes in benefits.

**Fiscal Impact:**

Change in the employer contribution amounts are regularly based on the board approved contract agreements between Local 29, OPEIU, Local 1021 Maintenance, Local 1021 APA/HAR, and the Alameda County Building and Construction Trades Council. Specifically, the language states that the Authority's contribution towards the premium cost for employees' CalPERS selective health plan would increase by the amount equal to the Kaiser Family Plan Premium increase for each year.

The increase for the 2023 year is \$147.36 from the 2022 year. Therefore, the contributions amount will change (increase) from a maximum of \$2,228.36 to a maximum of \$2,375.72. This change represents a 6.61% increase above the 2022 plan year maximum contribution amount.

Funds to cover the Authority's contribution amount increase are funded in the FY2023 budget.

**Recommendation:**

It is recommended that the Board of Commissioners approve the attached resolution as required by California Public Retirement System (CalPERS), and to comply with the agreements, memorandum of understandings between the Authority and the bargaining units, and unrepresented employees.

Attachment: Resolution

**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 FIX THE EMPLOYER  
CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT WITH  
RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION 701  
UNREPRESENTED ICMA RETR**

WHEREAS, Oakland Housing Authority is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by members of the Unrepresented Group in the ICMA Retirement plan; and

WHEREAS, Government Code Section 22892(a) provides that a contracting agency subject to the Act shall fix the amount of employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by section 22892(b) of the Act; and

RESOLVED, That the employer contribution for each employee and or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of \$2375.72 per month, plus administrative fees and Contingency Reserve Fund assessments; and

RESOLVED, Oakland Housing Authority has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and

RESOLVED, That the participation of the employees and annuitants of Oakland Housing Authority shall be subject to determination of its status as an “agency or instrumentality of the state, or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Oakland Housing Authority would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and

RESOLVED, That the executive body appoint and direct, and it does hereby appoint and direct, the Human Resources Director to File with the Board a verified copy of this resolution, and to perform on behalf of the Oakland Housing Authority all functions required of it under the Act; and

RESOLVED, That coverage under the Act be effective on January 1, 2023.

Adopted at a meeting of the Board of Commissioners at 1619 Harrison Street Oakland, California, this 24<sup>th</sup> day of October, 2022.

**Signed:** \_\_\_\_\_  
*Patricia Wells, Secretary / Executive Director*

**Attest:** \_\_\_\_\_  
*Anne Griffith, Chair of Board of Commissioners*





**ITEM: VII.G.8.**
**Executive Office**  
**Oakland Housing Authority MEMORANDUM**


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To: Board of Commissioners

From: Patricia Wells, Executive Director

Subject: Approval of Public Employees System (CalPERS) Resolution for the 702 Alameda Co Bldg ICM RETR, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA)

Date: October 24, 2022

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**Purpose:** This memorandum transmits for your approval a CalPERS Health Resolution for the Alameda County Building and Construction Trades Council in the ICMA Retirement plan which changes (increases) the Authority's contribution amount towards active employees' and retirees' CalPERS Health Plan premiums. Pursuant to CalPERS regulations, a change in employer contribution can only be accomplished through a resolution signed by the Board.

**Funding:** Funding for this increase is included in the FY 2023 Budget line 9150-00-000, 9230-00-000, 9450-00-000 and 9550-00-000, approved by the Board of Commissioners on May 09, 2022.

**Background:**

The Authority has participated in the CalPERS Health Benefit Program since 1995 and contracts with the Public Employees Medical and Hospital Care Act (PEMHCA) under the "By Group" method, which means we are required to submit a separate resolution for each group to increase the employer contribution amount. The list and assigned codes of the Authority's nine (9) groups are as follows:

<b>CalPERS CODE</b>	<b>BARGAINING UNIT/GROUP</b>	<b>NonPERS/ICMA CODE</b>
001	Unrepresented	701
002	Building Trades Council	702
004	Local 1021, SEIU Maintenance	704
005	Local 1021, SEIU APA/HAR	--
006	Local 29, OPEIU	706

The Authority has active and retired employees in both CalPERS and International City/County Management Association (ICMA) retirement systems. Therefore, as stated above, resolutions must be adopted separately for each group.

## CalPERs Health Resolutions 702

Page 2 of 2

Effective, January 1, 2009, CalPERS adopted criteria pursuant to Senate Bill 1123 (SB1123) for making changes to certain employee benefits, specifically providing certification of adherence to Government Code 7507. Specifically, GC 7507 requires that before an employer adopts certain benefits changes for their employees, employers must provide at a public meeting at least two weeks before implementation of benefit changes an explanation of the future cost impact. Therefore, the Authority must submit an updated resolution, which contains the acknowledgement and understanding of the current and future cost of the changes in benefits.

**Fiscal Impact:**

Change in the employer contribution amounts are regularly based on the board approved contract agreements between Local 29, OPEIU, Local 1021 Maintenance, Local 1021 APA/HAR, and the Alameda County Building and Construction Trades Council. Specifically, the language states that the Authority's contribution towards the premium cost for employees' CalPERS selective health plan would increase by the amount equal to the Kaiser Family Plan Premium increase for each year.

The increase for the 2023 year is \$147.36 from the 2022 year. Therefore, the contributions amount will change (increase) from a maximum of \$2,228.36 to a maximum of \$2,375.72. This change represents a 6.61% increase above the 2022 plan year maximum contribution amount.

Funds to cover the Authority's contribution amount increase are funded in the FY2023 budget.

**Recommendation:**

It is recommended that the Board of Commissioners approve the attached resolution as required by California Public Retirement System (CalPERS), and to comply with the agreements, memorandum of understandings between the Authority and the bargaining units, and unrepresented employees.

Attachment: Resolution

**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 FIX THE EMPLOYER  
CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT WITH  
RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION 702 ALAMEDA CO  
BLDG ICMA RETR**

WHEREAS, Oakland Housing Authority is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by members of the Alameda County Building and Construction Trades Council in the ICMA Retirement plan; and

WHEREAS, Government Code Section 22892(a) provides that a contracting agency subject to the Act shall fix the amount of employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by section 22892(b) of the Act; and

RESOLVED, That the employer contribution for each employee and or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of \$2375.72 per month, plus administrative fees and Contingency Reserve Fund assessments; and

RESOLVED, Oakland Housing Authority has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and

RESOLVED, That the participation of the employees and annuitants of Oakland Housing Authority shall be subject to determination of its status as an “agency or instrumentality of the state, or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Oakland Housing Authority would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and

RESOLVED, That the executive body appoint and direct, and it does hereby appoint and direct, the Human Resources Director to File with the Board a verified copy of this resolution, and to perform on behalf of the Oakland Housing Authority all functions required of it under the Act; and

RESOLVED, That coverage under the Act be effective on January 1, 2023.

Adopted at a meeting of the Board of Commissioners at 1619 Harrison Street Oakland, California, this 24<sup>th</sup> day of October, 2022.

**Signed:** \_\_\_\_\_  
*Patricia Wells, Secretary / Executive Director*

**Attest:** \_\_\_\_\_  
*Anne Griffith, Chair of Board of Commissioners*



**ITEM: VII.G.9.****Executive Office  
Oakland Housing Authority MEMORANDUM**

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To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Approval of Public Employees System (CalPERS) Resolution for the 704 Loc 1021 SEIU ICMA RETR Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA)

Date: October 24, 2022

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**Purpose:** This memorandum transmits for your approval a CalPERS Health Resolution for the Local 1021 SEIU Maintenance Unit in the ICMA Retirement plan which changes (increases) the Authority's contribution amount towards active employees' and retirees' CalPERS Health Plan premiums. Pursuant to CalPERS regulations, a change in employer contribution can only be accomplished through a resolution signed by the Board.

**Funding:** Funding for this increase is included in the FY 2023 Budget line 9150-00-000, 9230-00-000, 9450-00-000 and 9550-00-000, approved by the Board of Commissioners on May 09, 2022.

**Background:**

The Authority has participated in the CalPERS Health Benefit Program since 1995 and contracts with the Public Employees Medical and Hospital Care Act (PEMHCA) under the "By Group" method, which means we are required to submit a separate resolution for each group to increase the employer contribution amount. The list and assigned codes of the Authority's nine (9) groups are as follows:

<b>CalPERS CODE</b>	<b>BARGAINING UNIT/GROUP</b>	<b>NonPERS/ICMA CODE</b>
001	Unrepresented	701
002	Building Trades Council	702
004	Local 1021, SEIU Maintenance	704
005	Local 1021, SEIU APA/HAR	--
006	Local 29, OPEIU	706

## CalPERS Health Resolutions 704

Page 2 of 2

The Authority has active and retired employees in both CalPERS and International City/County Management Association (ICMA) retirement systems. Therefore, as stated above, resolutions must be adopted separately for each group.

Effective, January 1, 2009, CalPERS adopted criteria pursuant to Senate Bill 1123 (SB1123) for making changes to certain employee benefits, specifically providing certification of adherence to Government Code 7507. Specifically, GC 7507 requires that before an employer adopts certain benefits changes for their employees, employers must provide at a public meeting at least two weeks before implementation of benefit changes an explanation of the future cost impact. Therefore, the Authority must submit an updated resolution, which contains the acknowledgement and understanding of the current and future cost of the changes in benefits.

**Fiscal Impact:**

Change in the employer contribution amounts are regularly based on the board approved contract agreements between Local 29, OPEIU, Local 1021 Maintenance, Local 1021 APA/HAR, and the Alameda County Building and Construction Trades Council. Specifically, the language states that the Authority's contribution towards the premium cost for employees' CalPERS selective health plan would increase by the amount equal to the Kaiser Family Plan Premium increase for each year.

The increase for the 2023 year is \$147.36 from the 2022 year. Therefore, the contributions amount will change (increase) from a maximum of \$2,228.36 to a maximum of \$2,375.72. This change represents a 6.61% increase above the 2022 plan year maximum contribution amount.

Funds to cover the Authority's contribution amount increase are funded in the FY2023 budget.

**Recommendation:**

It is recommended that the Board of Commissioners approve the attached resolution as required by California Public Retirement System (CalPERS), and to comply with the agreements, memorandum of understandings between the Authority and the bargaining units, and unrepresented employees.

Attachment: Resolution

**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 FIX THE EMPLOYER  
CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT WITH  
RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION 704 LOC 1021 SEIU  
ICMA RETR**

WHEREAS,            Oakland Housing Authority is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by members of the Local 1021, SEIU Maintenance Unit in the ICMA Retirement plan; and

WHEREAS,            Government Code Section 22892(a) provides that a contracting agency subject to the Act shall fix the amount of employer contribution by resolution; and

WHEREAS,            Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by section 22892(b) of the Act; and

RESOLVED,            That the employer contribution for each employee and or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health



benefits plan up to a maximum of \$2375.72 per month, plus administrative fees and Contingency Reserve Fund assessments; and

RESOLVED, Oakland Housing Authority has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and

RESOLVED, That the participation of the employees and annuitants of Oakland Housing Authority shall be subject to determination of its status as an "agency or instrumentality of the state, or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Oakland Housing Authority would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and

RESOLVED, That he executive body appoint and direct, and it does hereby appoint and direct, the Human Resources Direction to File with the Board a verified copy of this resolution, and to perform on behalf of the Oakland Housing Authority all functions required of it under the Act; and

RESOLVED, That coverage under the Act be effective on January 1, 2023.

Adopted at a meeting of the Board of Commissioners at 1619 Harrison Street Oakland, California, this 24<sup>th</sup> day of October, 2022.

**Signed:** \_\_\_\_\_  
*Patricia Wells, Secretary / Executive Director*


**Attest:** \_\_\_\_\_  
*Anne Griffith, Chair of Board of Commissioners*



**ITEM: VII.G.10.**
**Executive Office**  
**Oakland Housing Authority MEMORANDUM**


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To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Approval of Public Employees System (CalPERS) Resolution for the 706 Loc 29 OPEIU ICMA RETR Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA).

Date: October 24, 2022

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**Purpose:** This memorandum transmits for your approval a CalPERS Health Resolution for the Local 29 OPEIU Unit in the ICMA Retirement plan, which changes (increases) the Authority's contribution amount towards active employees' and retirees' CalPERS Health Plan premiums. Pursuant to CalPERS regulations, a change in employer contribution can only be accomplished through a resolution signed by the Board.

**Funding:** Funding for this increase is included in the FY 2023 Budget line 9150-00-000, 9230-00-000, 9450-00-000 and 9550-00-000, approved by the Board of Commissioners on May 09, 2022.

**BACKGROUND**

The Authority has participated in the CalPERS Health Benefit Program since 1995 and contracts with the Public Employees Medical and Hospital Care Act (PEMHCA) under the "By Group" method, which means we are required to submit a separate resolution for each group to increase the employer contribution amount. The list and assigned codes of the Authority's nine (9) groups are as follows:

<b>CalPERS CODE</b>	<b>BARGAINING UNIT/GROUP</b>	<b>NonPERS/ICMA CODE</b>
001	Unrepresented	701
002	Building Trades Council	702
004	Local 1021, SEIU Maintenance	704
005	Local 1021, SEIU APA/HAR	--
006	Local 29, OPEIU	706

The Authority has active and retired employees in both CalPERS and International City/County Management Association (ICMA) retirement systems. Therefore, as stated above, resolutions must be adopted separately for each group.

## CalPERs Health Resolutions 706

Page 2 of 2

Effective, January 1, 2009, CalPERS adopted criteria pursuant to Senate Bill 1123 (SB1123) for making changes to certain employee benefits, specifically providing certification of adherence to Government Code 7507. Specifically, GC 7507 requires that before an employer adopts certain benefits changes for their employees, employers must provide at a public meeting at least two weeks before implementation of benefit changes an explanation of the future cost impact. Therefore, the Authority must submit an updated resolution, which contains the acknowledgement and understanding of the current and future cost of the changes in benefits.

**Fiscal Impact:**

Change in the employer contribution amounts are regularly based on the board approved contract agreements between Local 29, OPEIU, Local 1021 Maintenance, Local 1021 APA/HAR, and the Alameda County Building and Construction Trades Council. Specifically, the language states that the Authority's contribution towards the premium cost for employees' CalPERS selective health plan would increase by the amount equal to the Kaiser Family Plan Premium increase for each year.

The increase for the 2023 year is \$147.36 from the 2022 year. Therefore, the contributions amount will change (increase) from a maximum of \$2,228.36 to a maximum of \$2,375.72. This change represents a 6.61% increase above the 2022 plan year maximum contribution amount.

Funds to cover the Authority's contribution amount increase are funded in the FY2023 budget.

**Recommendation:**

It is recommended that the Board of Commissioners approve the attached resolution as required by California Public Retirement System (CalPERS), and to comply with the agreements, memorandum of understandings between the Authority and the bargaining units, and unrepresented employees.

Attachment: Resolution

**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 FIX THE EMPLOYER  
CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS  
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT WITH  
RESPECT TO A RECOGNIZED EMPLOYEE ORGANIZATION 706 LOC 29 OPEIU  
ICMA RETR**

WHEREAS, Oakland Housing Authority is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act") for participation by members of the Local 29, OPEIU in the ICMA Retirement plan; and

WHEREAS, Government Code Section 22892(a) provides that a contracting agency subject to the Act shall fix the amount of employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by section 22892(b) of the Act; and

RESOLVED, That the employer contribution for each employee and or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health

benefits plan up to a maximum of \$2375.72 per month, plus administrative fees and Contingency Reserve Fund assessments; and

RESOLVED, Oakland Housing Authority has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and

RESOLVED, That the participation of the employees and annuitants of Oakland Housing Authority shall be subject to determination of its status as an “agency or instrumentality of the state, or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Oakland Housing Authority would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and

RESOLVED, That he executive body appoint and direct, and it does hereby appoint and direct, the Human Resources Direction to File with the Board a verified copy of this resolution, and to perform on behalf of the Oakland Housing Authority all functions required of it under the Act; and

RESOLVED, That coverage under the Act be effective on January 1, 2023.

Adopted at a meeting of the Board of Commissioners at 1619 Harrison Street Oakland, California, this 24<sup>th</sup> day of October, 2022.

**Signed:** \_\_\_\_\_  
*Patricia Wells, Secretary / Executive Director*

**Attest:** \_\_\_\_\_  
*Anne Griffith, Chair of Board of Commissioners*

WRITTEN  
COMMUNICATIONS  
(MONTHLY REPORT)



**Oakland Housing Authority**  
**Monthly Status Report**  
**September 2022**



**Section 3 Construction and Non-Construction**

Twenty-four (24) participants are enrolled in the Section 3 program; seventeen (17) are currently working on construction projects, and seven (7) are seeking employment.

**Section 3 List**

Number*	Trade	Level	Union Affiliation	Work Status
<b>Currently Working</b>				
1-6	Carpentry	Apprentice (1 <sup>st</sup> ) - Journeyman	Carpenters, Carpenters 713, Millwright	Fruitvale Transit Project, Green St. Station, W.A. Rose Construction, Oliver Company, BBI BGB, James E. Roberts Obayashi, Country Builders
7	Electrical	Apprentice	Electrical Union	Design Electric
8-11	Laborer	Apprentice (1 <sup>st</sup> ) – Journeyman	Laborers, Laborers Local 304	Brooklyn Basin, James E. Roberts Obayashi, Branagh Inc., Plant Construction, Baines Group, Chevron, BBI
12	Cement Mason	Apprentice (1 <sup>st</sup> )	Local 300	Dolan Concrete
13	Laborer	Journey level	Laborers	Ranger Pipelines
14	Cypress Mandela Graduate	Pre-Apprentice	N/A	Non-Union – Cement



15	Welder	Journeyman	Boilermakers	Non-Union – Welding
16	Painter	Journey Level	Painters	Cal Trans
17	Laborers	Journey Level	Laborers	BBI
<b>Currently Seeking Employment</b>				
18	Carpenters Union	Apprentice (Rising Sun Graduate)	Carpenters	Not Working
19	Operating Engineers	Journey Level	Operating Engineers – Local 3	Not Working
20	Carpenters	Journey Level	Carpenters	Not Working
21	Iron Workers	Apprentice (1 <sup>st</sup> )	Iron Worker –Local 378	Not Working
22	Laborers	Journey Level	Laborers	Not Working
23	Carpenters	Apprentice	Carpenters	Not Working
24	Carpenters	Journey Level	Carpenters	Not Working

The Employment & Economic Development team provides monthly case management and employment support to the seven (7) participants seeking employment.

### Section 3 New Hires (Construction & Non-Construction)

FCP Program	Interviewed	Hired Part-Time	Hired Full-Time	Declined Offer	Company	Position
<b>General Services</b>	1	0	1	0	BBI	Laborer
<b>FSS</b>	1	0	1	0	Nibbi & Dolan Concrete	Cement Mason
<b>Total</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>Hired YTD Total</b>	<b>4</b>

### Section 3 Compliance

FCP received five (5) trades request for thirty-five (35) Section 3 opportunities. One (1) Section 3 Participant was rehired by their previous employer, therefore no trades request was issued. Three (3) contractors received compliance reports as FCP was unable to refer residents for these positions because the current list of unionized workers does not possess the necessary qualifications or they are already employed.

### Section 3 Compliance

Employer(s)	Trade	Requests	OHA Referrals	OHA Hires	Compliance Reports Issued
Nibbi & Dolan Concrete	Cement Mason	2	1	1	0
Nibbi Concrete	Laborer	4	0	0	2
Nibbi Brothers & Pacific Construction	Iron Worker	24	0	0	1
J.H. Fitzmaurice & Air System Inc.	Plumber/ Pipefitter	5	0	0	2
<b>Total</b>		<b>35</b>	<b>1</b>	<b>1</b>	<b>5</b>

### Employment and Economic Development

FCP Program	Job Referrals	Job Readiness	Total
FSS	6	7	13
General Services	18	22	40
ROSS	1	0	1
<b>Total</b>	<b>25</b>	<b>29</b>	<b>54</b>

#### Career Readiness Workshops

The Employment & Economic Development team facilitated several Career Readiness workshops in the Learning Lab at West District office and five (5) residents developed their resumes to participate in Winning Wednesday hiring events.

Workshops	OHA Participants Completed
Resume/Cover Letter Writing	5
Computer Literacy & Email Knowledge	5
Pre-Employment & Employment Assessment	1
Career Exploration & Self-Assessment	4
Identifying Transferable Skills	1
<b>Total</b>	<b>16</b>

### Winning Wednesday Hiring Events

Company	OHA Participants	Community Participants	Total
Ryde Trans	15	4	19
Allied Universal & ABC Security	13	7	20
<b>Total</b>	<b>28</b>	<b>11</b>	<b>39</b>

OHA hosted two (2) in person hiring/career events in partnership with Laney College in the Learning Lab at the West District office. One (1) event featured two (2) employers.

RydeTrans: September 14, 2022



### General Employment

FCP Program	Interviewed	Hired Part-Time	Hired Full-Time	Company	Position
FSS	1	0	1	Caltrans	Dispatcher
FSS	1	1	0	Geo Group	Customer Service Associate
FSS	1	0	1	Ryde Trans	Driver
FUP	1	1	0	Buffalo Wild Wings	Customer Service Associate
General Services	11	0	4	Ryde Trans	Driver
General Services	2	2	0	Allied Universal Security	Security Guard
<b>Total</b>	<b>17</b>	<b>4</b>	<b>6</b>		

### Youth Employment

Provider	Enrolled this month	Enrolled in this contract term	Enrolled in Training	Job Placements	College Enrollments
LAO Family	4	97	87	41	15
YEP	1	4	1	1	0

### Career Development and Training

Program	New Enrollment	Completed	Total
Expressions of Excellence (Customer Service Workshop)	15	15	<b>15</b>
Loss Prevention (Guard Card)	9	9	<b>9</b>
The Bread Project	1	1	<b>1</b>

#### Customer Service Workshop: September 21, 2022



### Resident Owned Businesses

Business Titles	
Raw Christal – Cosmetology	Brown Sisters Speak – Mental Health
Dress Your Mess	Ashby Market
Services by MSWELLS, LLC	H. Butlers Bar B.Q.
Coco Breeze	Designs by Charmeng
MagicallyMe By Dena	
<b>Total</b>	<b>9</b>

### Financial Literacy

FCP Program	Provider	Enrollment	Completed Sessions
FSS	FDIC Money Smart	2	5
<b>Total</b>		<b>2</b>	<b>5</b>

## Family Self-Sufficiency (FSS) Program

- One (1) FSS participant graduated the FSS program with \$3,851.96 in escrow funds. This participant completed a nursing assistant training program, obtained her first driver's license, and became employed full-time as a Caretaker. She plans to save her escrow funds to establish an emergency fund for her family.
- One (1) FSS participant graduated the FSS Program with \$3,925.51 in escrow funds. She plans to use her escrow funds to pay off credit card debt.
- One (1) FSS participant graduated the FSS program with \$8,050.49 in escrow funds. This participant worked hard to achieve his goals and ultimately became a full-time police officer with OHAPD. He plans to use his escrow funds toward purchasing a home in the future.
- One (1) FSS participant received a promotion to a supervisory position at Hello Fresh.
- One (1) FSS participant increased their earned income and established an escrow account effective September 1, 2022.
- Twenty-two (22) FSS participants received a quarterly contact to review and update their Individual Training Service Plans (ITSP) for program graduation. Thirteen (13) FSS participants are within six (6) months of graduation and have met with their Coordinator to prepare for their graduation.



## Family Self-Sufficiency

Program	Total	New Enrollees	Escrow Accounts	Graduates	Escrow Disbursed	Termination or Exits	Escrow Forfeited	Escrow Transferred (RHA)
Section 8	136	0	81	3	\$15,827.96	0	0	0
PH	12	0	4	0	0	0	0	0
FUP-Youth	12	0	5	0	0	0	0	0
<b>Total</b>	<b>160</b>	<b>0</b>	<b>90</b>	<b>3</b>	<b>\$15,827.96</b>	<b>0</b>	<b>0</b>	<b>0</b>

## 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	12	11	30

## Youth and Education

The Education Team enrolled thirty (30) new students this month and nine (9) Promise Plus families met with their Coordinator to complete their Individual Student Success Plan.

<b>OUSD Schools</b>	<b>Previous Students Enrolled</b>	<b>New Students Enrollments</b>	<b>Total Student Enrolled</b>
Prescott Elementary	9	1	<b>10</b>
Martin Luther King, Jr.	11	3	<b>14</b>
Lockwood Steam Academy	14	0	<b>14</b>
Markham Elementary	3	0	<b>3</b>
West Oakland Middle	19	1	<b>20</b>
Westlake Middle	2	0	<b>2</b>
Elmhurst Middle	1	4	<b>5</b>
Frick Impact Middle	10	2	<b>12</b>
McClymonds High	8	0	<b>8</b>
Oakland High	0	2	<b>2</b>
Fremont High	2	0	<b>2</b>
Castlemont High	4	8	<b>12</b>
Non-Partner Schools	49	0	<b>49</b>
<b>Total</b>	<b>123</b>	<b>30</b>	<b>153</b>

### OUSD School Site Events and Outreach

- The Education team attended three (3) Back to School events to meet with school staff, introduce OHA's Promise Plus program to the school community and to engage with OHA families to encourage participation at the following OHA partner school sites: Markham Elementary School, Fremont High School, and McClymonds High School.
- FCP tabled at Castlemont High School Career and College Fair and nine (9) OHA students in attendance expressed interest in the Promise Plus Program and three (3) students completed their enrollment forms.
- FCP held a Promise Plus Parent orientation at Prescott Elementary school and enrolled one (1) student.
- The Education team distributed one hundred (100) community resources guides throughout the partner school sites.



### FCP College Corner

OHA youth of Lockwood Gardens, Isis Smith has been participating in FCP programs since elementary school. She has volunteered with OHA Summer Lunch program passing out lunches and participated in the youth activities worked for Youth Employment Program (YEP). Isis graduated from Fremont High School in May of 2022 and is now attending Harris Stow State University in St. Louis, Missouri. FCP supported Isis with dorm room furnishings to help her begin her college journey.



### OUSD School Site Meetings and Tutoring Services

The Education team attended ten (10) Coordination of Support Team (COST) and Attendance Team meetings at the partner schools.

The Community Education Partnership (CEP) continues to provide tutoring support to OHA students; two (2) new student referrals, two (2) pending tutor assignments, and fourteen (14) were assigned to a tutor this month.

### CEP Tutoring Referrals

Referrals	In-Progress	Assigned Tutor	Total Assigned Tutor (YTD)
2	2	14	48

### Resident Opportunities Self Sufficiency (ROSS) Program

#### ROSS Program

Program	ROSS Participants	New Enrollees (Month)	YTD (Exits)
Public Housing	149	0	4

ROSS Coordinators met with sixty-seven (67) ROSS program participants to introduce themselves, assess program participants needs and provide them with community resources.

### Senior Services

One hundred and one (101) senior participants from Peralta Village, Lockwood Gardens, Palo Vista Gardens, and Campbell Village received a Seniors Connect newsletter. The seniors received a wooden photo holder, an activity book with puzzles and activities, and a tote bag.

The September Seniors Connect Newsletter “Fall” edition included information regarding the 19th Annual Healthy Living Festival Event at the Oakland Zoo and the OHA website of resources for Older Adults. The newsletter also showcased seniors who completed their art projects in August.

This program allows senior participants to expand their creative growth, promote stress relief, bolster memory, and stimulate an optimistic attitude. Seniors have expressed gratitude for the Art & Craft kits and the Seniors Connect Newsletter.





Farmers Market Vouchers – Peralta Village

Fifty (50) Peralta Village seniors received \$50.00 worth of vouchers to purchase fresh fruits and vegetables from a local farmer's market in Oakland. The coupons were provided by the California Department of Food and Agriculture for a total amount of \$2,500.00.

Senior Lunch “Grab and Go” Hot meals – Peralta Village

Twenty-nine (29) Peralta Village seniors participated in the “Grab and Go” Spectrum hot meal program. Three hundred and sixty-four (364) hot meals were provided to seniors. Each participant received weekly educational materials and resources provided by Spectrum.

**Senior Lunch Delivery Program**

	<i>Monthly Total</i>	<i>YTD</i>
“Grab & Go” Hot Meals	364	2,975

The Healthy Living Festival at the Oakland Zoo

In partnership with District 4, Supervisor Nate Miley's office, FCP and Commissioner William Mayes chaperoned thirty-one (31) OHA seniors to the 19th Annual Healthy Living Festival at the Oakland Zoo on September 29<sup>th</sup>. Senior residents from Lockwood Gardens, Peralta Village, Palo Vista Gardens, and Campbell Village enjoyed a day of fun activities listening and dancing to a live blues band, riding the train, visiting the animals, and enjoying lunch provided by Meals on Wheels. Over seventy (70) community organizations were in attendance and they provided resources and free samples to encourage seniors to register for their services.

**Special Programs**Foster Youth to Independence (FYI) Program Housing Workshop

On September 14<sup>th</sup>, the FCP Site Services team hosted a housing search workshop to support the FYI participants with their housing search. Six (6) FYI participants attended and received a thorough presentation covering the housing market, housing search tools, their rights as prospective tenants, and received tips for communicating with Landlords and handling stress. All FYI participants received additional rental listings.

Site Meetings



FCP partnered with the OHA's Green Team to conduct site meetings at Lockwood Gardens. Attendees received information about changes to their recycling service and FCP programs.

Site	Number of meetings	Participants
Lockwood Gardens	4	17
<b>Total</b>	<b>4</b>	<b>17</b>

## Health and Wellness

### Food Programs - Peralta Village & Lockwood Gardens

FCP continues to partner with the Alameda County Community Food Bank to conduct two (2) food pantries, one (1) at Peralta Village and one (1) at Lockwood Gardens. FCP resources were provided in each bag.

#### Food Pantry

Support Items	Lockwood Garden	Peralta Village
Food Bank (Food bags)	61	72
Semi Freddi's bread donation	75	75

#### Food Assistance

	Senior Lunch Food Delivery	Peralta Village	Lockwood Gardens	Total
Food bags provided	364	72	61	<b>497</b>
Total participants served	29	161	152	<b>342</b>

#### Zoom on the Move Virtual Workshops

Organizations	Number of Sessions (Month)	Number of Participants (Month)
FCP Homeownership	1	4
<b>Total</b>	<b>1</b>	<b>4</b>

Resident/Participants Contacts

FCP contacted two-hundred-ninety-four (294) residents to share FCP services and resources.

FCP Program	Monthly Total	YTD
FSS	22	209
General Support	33	359
Seniors	101	997
ROSS	67	545
Section 3/ Employment	7	25
PACT	9	36
FUP	7	51
FYI	12	31
Education	36	152
<b>Total</b>	<b>294</b>	<b>2405</b>

**Homeownership****Participants Pre-qualified for Homeownership**

Voucher Size	# Families Searching	Average Household Income	Average Loan Amount
1 Bedroom	N/A	N/A	N/A
2 Bedrooms	2	\$44,600	\$400,000
3 Bedrooms	N/A	N/A	N/A
4 Bedrooms	N/A	N/A	N/A

**Homeownership Applicants**

Homeownership Eligibility	Approved for Mortgage	Executed Purchase Contract/In Escrow	Closings	Homes Purchased (YTD)	Homes Purchased Outside of Oakland (YTD)
23	2	0	0	1	0

**Homeownership Program**

Current Homeowners	Total Homes Purchased (Since 2004)	Program Terminations (YTD)	Program Graduates (YTD)	Pending Refinance	Total Homes Refinanced (YTD)
80	121	0	1	1	1

## Civic Engagement

### OHA Resident Advisory Board (RAB)

The Resident Advisory Board held a virtual meeting on September 14<sup>th</sup> with eight (8) RAB members in attendance. Three (3) RAB members also attended the RAB debrief and agenda planning committee meetings.

	RAB committee meetings	RAB Meetings	Volunteers	Total
OHA Residents	3	8	0	11
Non OHA Residents	0	0	0	0
<b>Total</b>	<b>3</b>	<b>8</b>	<b>0</b>	<b>11</b>

## Site Services

### Household Cleaning Kits

Participant Request	Issued	Sites
21	21	12

### Site Intervention and Service Referrals

The Site Intervention team engaged with seventeen (17) referred households and continued providing services to twenty-six (26) previously referred families. Sixteen (16) referrals were completed. Referred families received counseling and supportive services in housing search, lease compliance, domestic violence, health, and mental health.

Development	Rent	HQS	Lease Comp.	Supportive Services	Housing Search	Completed	Completed YTD
Lockwood	0	0	0	0	0	0	28
Peralta	0	1	0	1	0	1	51
Deep East (9)	0	0	0	0	0	0	2
East (10)	0	0	0	0	0	0	6
Fruitvale (11)	0	0	0	0	0	0	9
San Antonio (12)	0	0	0	0	0	0	2
West (13)	0	0	0	1	1	0	11
North (14)	0	0	2	0	0	2	16
Asset Management	0	0	0	0	0	0	0
Leased Housing	0	1	0	3	32	12	67
OHAPD	0	0	0	1	0	1	1
<b>Total</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>6</b>	<b>33</b>	<b>16</b>	<b>193</b>

## **Leased Housing Department- September 2022 Report**

### **2011 Housing Choice Voucher Wait List**

There are a total of **303** applicants on the waitlist. OHA has reconciled its purged records for a final applicant list.

### **Virtual briefings FY22**

IE Virtual Briefing Dates	# of families invited	# of families attended
July 2021	120	106
August 2021	86	81
September 2021	58	53
October 2021	61	49
November 2021	37	34
December 2021	64	62
January 2022	44	39
February 2022	46	43
March 2022	64	62
April 2022	94	79
May 2022	130	121
June 2022	92	79
July 2022	76	67
August 2022	30	33
September 2022	30	24

### **OAHPI Intake**

Intake date	# of families invited	# of families attended	# of families removed from waitlist	# Referred pending
August 26, 2021	24	14	0	1
October 14, 2021	95	59	7	3
November 18, 2021	30	10	1	7
December 16, 2021	138	77	2	11
January 27, 2022	164	82	39	29

April 2022	N/A	0	0	22
May 2022	N/A	0	0	5
June 2022	0	0	0	5
July 2022	210*	0	0	43
August 2022	0	128	0	38
September 2022	0	0	0	21

\*Intake appointments scheduled on 8/4

### **PBV to HCV Activity**

- Thirty-Five families remain on the Request List.

### **2014 Public Housing Wait List**

Intake date	# of families invited	# of families attended	# of families removed from waitlist	# Referred pending
July 2021	0	0	0	2
August 2021	0	0	0	1
October 2021	151	38	25	0
Dec 2, 2021	89	7	82*	13
February 10, 2022	100	19	0	0
March 24, 2022	100	29	0	7
April 28, 2022	0	0	0	6
May 2022	154	105	139*	8
June 2022	0	0	0	2
July 2022	0	0	0	0
August 2022	0	0	0	3
Sept 2022	0	0	0	4

\*no show 2<sup>nd</sup> intake appointment

### **Waitlist Openings:**

Leased Housing and Office of Property Operations are planning to open the Public Housing waitlists for Lockwood and Peralta in December 2022.

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## **Summary Report**

**August 2022**

**September 2022**

### **Eligibility**

#### **Waitlist Activities and Port-in**

- Intake appointments scheduled 2011 waitlist

0

0

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## **Summary Report**

	<b>August 2022</b>	<b>September 2022</b>
• Intake appointments attended 2011 waitlist	0	0
• Briefing and voucher issued for applicants from 2011 wait list and Mainstream	0	0
• Intake, Briefing and voucher issued for Port-In and Survivor vouchers/FUP	1	0

### **Project Based Voucher and Tenant Protection Vouchers**

• New Move-in Intake and briefing PBV/TPV	6	22
• Relocation vouchers issued for OAHPI Households	1	0

### **Special Programs (including non-MTW)**

Intake, briefing and voucher issued:

• HUD VASH	4	3
• Mod Rehab/S+C to Section 8	0	1
• Intake, briefing: Local Programs/ PACT	1	1

### **Public Housing and OAHPI Eligibility:**

• Intake	0
• Processing for Eligibility	138
• Referred Households	25

<b>Total new vouchers issued (tenant &amp; unit based)</b>	13	27
<b>Denial of Admission/Withdrawals</b>	0	0

## **Owner Services**

### **Initial Inspections**

• Move-in inspections	221	155
• Passed Inspections	105	80
• New contracts (new, transfer, port-ins)	219	139

### **Rent Increases**

• Rent increases requested	322	476
• Rent increases approved	160	376
• Rent increases denied/declined	81	45
• Rent increases pending review/HQS	81	55

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**Summary Report****August 2022****September 2022****Annual Inspections**

• Total number of Annual Inspections performed	674	388
• Number of annual inspections passed	261	119
• Failed with owner and tenant items	264	157
• Inspections rescheduled, vacant, or cancelled	82	56
• No Shows	67	56

**Reasonable Accommodations**

• Total number of requests received	38	22
• Total number approved	17	16
• Total number pending	10	4
• Total number denied	9	2

**Occupancy**

• Total annual recertification scheduled	264	275
• Total annual recertification's completed	208	214
• Total interim recertification's completed	223	208
• Transfer voucher within Oakland	57	40
• Portability vouchers issued	17	15
• Total no. of transfer vouchers issued	74	55
• Total no. of Decisions to Terminate Assistance	24	5
• Total Meet & Discuss appointments	0	0
• Resolution cases	159	83

**Special Programs**

• Interims completed	118	123
• Recertification's completed	110	81
• Field recertification's	2	2
• Transfer port vouchers issued	18	14
• Resolution cases	133	98
• Files to CGI	36	36

**Program Terminations**

• Informal Hearings held	0	1
• Termination upheld	0	0
• Termination reversed	0	1
• Pending outcome	0	0

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**Summary Report**

	<b>August 2022</b>	<b>September 2022</b>
• Requests for Executive Review	0	0
• ER Termination upheld	0	0
• ER Termination reversed	0	0
• ER Outcome pending	1	2

**Customer Service**

• Walk in visitors	0	0
• 1540 Leased Housing main phone line	4,025	3,384
• Avg. calls/day to Customer Service	192	188

**LEP Calls**

• Cantonese/Mandarin	76	72
• Spanish	31	22
• Vietnamese	29	5

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**Leased Housing Department Special Programs and Initiatives:****VASH**

OHA has a total allocation of 526 VASH vouchers and 300 leased. OHA received a new allocation of 130 new vouchers effective January 1, 2021. OHA received 8 new referrals. OHA approved a conditional award of 18 vouchers to the Lake Park affordable housing project and 8 vouchers were awarded to 285 12<sup>th</sup> Street.

**Mainstream**

OHA has a total allocation of 212 Mainstream vouchers (MS5/MS28), 200 utilized and 5 searchers. On July 8<sup>th</sup>, OHA submitted a funding request for 50 additional Mainstream and \$500 per awarded voucher for extraordinary administrative fees.

**Newly Awarded Vouchers**

On August 26, 2022, HUD issued PIH Notice 2022-29 Allocation and Special Administrative Fee for New Incremental Housing Choice Vouchers. The notice explained HUD's process for awarding approximately 19,700 new Housing Choice Vouchers (HCVs) to Public Housing Agencies. These new HCVs are not special purpose vouchers, rather, they are regular HCVs. On March 15, 2022, President Biden signed the Consolidated Appropriations Act, 2022 (P.L. 117-103) in law. The Act appropriated \$200 million for new incremental vouchers pursuant to a method, as determined by HUD, which may include



a formula that may include such factors as severe cost burden, overcrowding, substandard housing for very-low -income renters, homelessness, and administrative capacity. The Act further provides HUD with the discretion to specific additional terms and conditions for the use of these vouchers to ensure that PHAs provide vouchers for use by:

- Survivors of domestic violence or
- Individuals and families who are homeless, as defined in section 103(a) of the McKinney Vento Homeless Assistance Act, or at risk of homelessness

**On August 29, 2022, OHA received notification of an award of 46 vouchers effective October 1, 2022, which includes \$916,233.28 in HCV funding and \$33,000 in voucher special fees (\$750 per voucher).**

### **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 3<sup>rd</sup> 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 38 CCR's for review and processing.

### **Portability**

A total of 18 participant households ported in from other PHA's. OHA is absorbing all port in households except VASH and EHV.

There are 61 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](http://www.oakha.org).

<b>Total Award</b>	<b>Total Leased/Utilized</b>	<b>Total Searching</b>	<b>Contracts Pending Activation</b>	<b>Applicants in Eligibility Screening</b>
515	351	134	37	37

## **FY 23 Fair Market Rents**

The FMRs are used to determine voucher payment standard amounts for the Housing Choice Voucher (HCV) program, other Housing and Community Development Department programs, and the flat rent levels for public housing. The FMR is the basis to determine the maximum monthly subsidy for an assisted family. The Department annually establishes FMRs for defined metropolitan areas. The FMRs are posted at least 30 days before they are effective, and they are effective at the start of the FY, which is October 1st.

The FY 2023 notice of updated FMRs was published in the Federal Register on September 1, 2022 with a 30-day public comment deadline. The revised FMRs are effective on October 1, 2022.

In general, the FMR for an area is the amount that would be needed to pay the gross rent (shelter rent plus utilities) of privately owned, decent and safe rental housing of modest nature with suitable amenities. The FMR is also typically set at the 40<sup>th</sup> percentile of the range of gross rents paid by recent movers into standard quality units in each FMR area.

Prior to FY23, the Department only used data from the U.S. Census Bureau's 5-year American Community Survey (ACS) to estimate mover rents. Last year, the Census Bureau announced it would not publish ACS data due to the impacts of COVID-19 pandemic on data collection and concerns with data integrity.

For FY23, HUD used six private sector data sources to estimate changes in FMRs to address a temporary data availability challenge and to align with market conditions. HUD states this methodological change is only applicable to FY23 FMRs.

Across all bedroom sizes, the FY 2023 FMRs published for the Oakland-Fremont Metro FMR Area increased from the amounts published in the FY 2022 FMRs. The table below details the FMRs and the dollar amount difference from a year ago.

# of Bedrooms	2022 Department FMRs	2023 Department FMRs	Difference/%
0	\$1,538	\$1,658	+ \$120/7%
1	\$1,854	\$1,969	+ \$115/6%
2	\$2,274	\$2,405	+ \$131/5%
3	\$3,006	\$3,144	+ \$138/4%
4	\$3,578	\$3,706	+ \$128/3%
5	\$4,115	\$4,262	+ \$147/3%
6	\$4,732	\$4,901	+ \$169/3%

OHA has set its Payment Standards at 120% of the FMR which supports our continued effort to increase voucher holder's success in finding units, to attract more owners to our program and to keep up with rent increases in the private market.

On September 26, 2022, HUD published Notice PIH 2022-30 extending a waiver allowing PHAs to establish payment standards up to 120% of the FMR, instead of 110%, which is the maximum allowed in most scenarios.

OHA FY 2023 MTW Plan includes an exception payment standard up to 150% of the Fair Market Rents without HUD approval for owners and units that are in areas with low voucher presence or low concentration of poverty.

### **New Owner Workshop Series**

Leased Housing has launched a new owner webinar series.

1st webinar topic: Oakland Housing Authority Owner Benefits Programs

Date: Friday September 30, 2022 at 10:00am

82 owners attended

The 2<sup>nd</sup> workshop is scheduled for October 10, 2022- Project Based Voucher In-Service for owners and property management companies

### **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 \$44,348 in vacancy loss to 13 owners. Units had an average vacancy period of 99 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 being 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-inspections. OHA has conducted 81 pre-qualifying inspections for HCV units.

**Signing Bonus** - For new landlords who sign a contract with OHA allowing a Section 8 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 55 new owners a \$1,000 bonus/\$55,000.

**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 November 2021.

OHA paid 4 owners a total \$6,228.00.

### **New Contracts Entered for Owner Payment September 2022**

PBV	30
Section 8	97
HUD VASH	7
TRA/Shelter Plus	4
Mod Rehab	1
Other	0
Contracts Entered for Payment	139

### **Project Based Vouchers**

#### **Projects in the pipeline**

95th and International - Anticipated October 2022

### **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 30 client interactive/warning meetings, processed 20 owner notification letters, resolved 20 late rent notices, resolved 83 resolution cases and processed 32 proposed termination notices. Additionally, the team assigned 0 police reports. There were \$13,094.00 calculated in subsidy overpayments. The team is developing an owner notice explaining the federal eviction moratorium end and in place City of Oakland moratorium and State resources for non-payment of rent to limit potential evictions.

## **Rent Increases**

Leased Housing received 476 rent increase requests. There were 324 Housing Choice Vouchers completed. A total of 52 were Project Based Vouchers and Mod Rehab completed. The average rate of increase was 8% and average amount approved was \$157.

## **Special Needs Housing**

The Harrison Hotel is part of the County's Shelter Plus Care program subsidizing 59 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)**

On May 23, 2022, the Board of Commissioners passed Resolution 5078 approving funding in the amount of \$4,209,693 for FY23 to serve an additional 40 homeless families with children. The BOC further approved expansion for an additional 40 Community Cabin exits in FY23. The total FY 23 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 juvenile justice system	First Place for Youth	First Place for Youth
City of Oakland – HSD - CHS	20-40	Families experiencing homelessness, at risk of homelessness or victims of domestic violence	Building Futures for Women & Children	Building Futures for Women & Children

### **Building Bridges**

The Building Bridges Program is a result of recommendations from the Board of Commissioners Ad Hoc Special Needs committee whose purpose was to identify special needs populations who will benefit in securing stable short term local housing assistance. Two pilot programs were implemented: the first serving Emancipated Foster Youth participating in the THP+ program, and the second serving CalWORKs participants participating in County short term housing assistance program. Through systems alignment, Alameda County Social Services Agency and, First Place for Youth in partnership with OHA will ultimately improve the effectiveness of the delivery of assistance programs and services to low-income households by allocating scarce

resources more effectively, leveraging other public and private resources, and institutionalizing best practices.

### **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.

An average of 50 families per month will receive an average of \$1,500 per month local rental assistance from OHA. Contract term is 5 years. Costs to not exceed \$5,000,000 over the five-year term; with \$1,000,000 budgeted annually. 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
50	38	17	8

### **First Place for Youth (FPFY)**

FPFY Building Bridges program is a short-term five-year program for up to 50 participants. The short-term assistance payment will phase down funding in year four and year five. Roommate living arrangements are allowed. The service provider will be responsible for ensuring that participants and units meet program eligibility requirements and submitting required reports and periodic invoices. OHA Board of Commissioners on April 9, 2018 approved funding for the project up to \$5,000,000 over a five-year term. Reasons for denial: no HQS passed inspection and incomplete or missing documentation

Available	Referrals received	Households Subsidized	Households in eligibility process and inspection
50	57	16	21

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

As of August 2022 TOTALS	Total Units	Vacant or Non-Eligible Units	Eligible Units	Subsidy Per Unit
	311	120	190	\$897

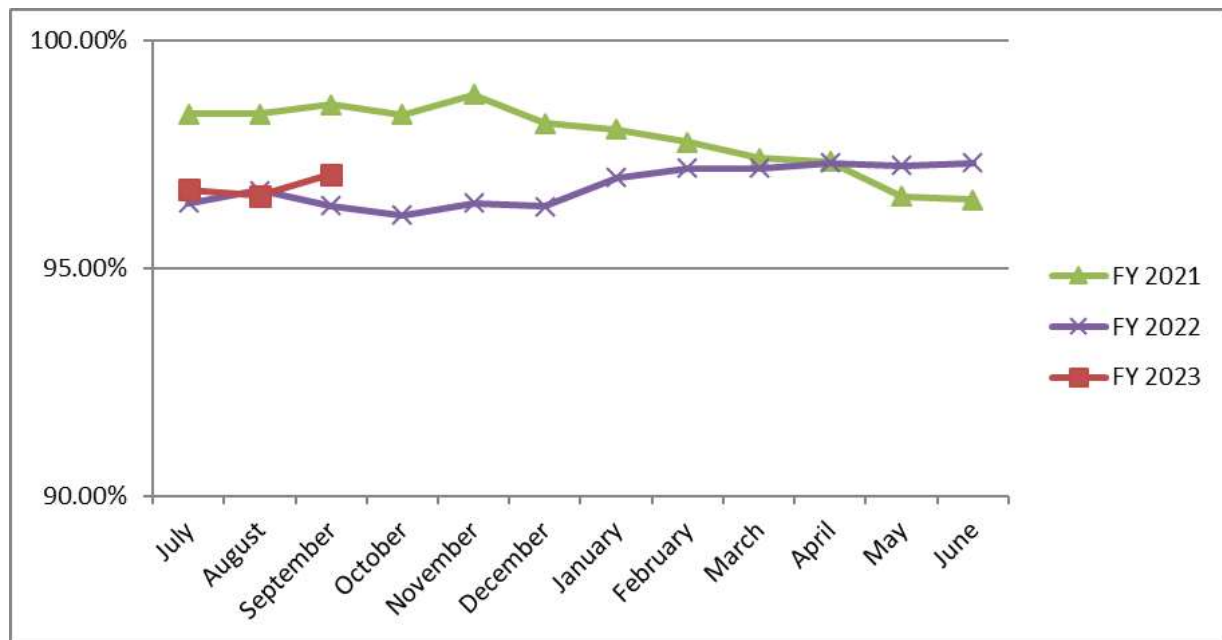


- All properties received subsidy increase with FY21 HUD Fair Market Rent.

## Property Operations Department

### Occupancy Report

#### Public Housing Occupancy Rates - TOTAL PORTFOLIO 97.06%



#### All Authority Public Housing Units

Month	Occupancy Rate
October 2021	96.16%
November 2021	96.43%
December 2021	96.36%
January 2022	96.99%
February 2022	97.19%
March 2022	97.19%
April 2022	97.32%
May 2022	97.25%
June 2022	97.31%
July 2022	96.73%
August 2022	96.59%
September 2022	97.06%

### 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	2	370	353	16	1	0	96.49%	95.41%
Peralta Villa	390	2	388	376	4	2	6	96.91%	96.91%
<b>Total</b>	<b>762</b>	<b>4</b>	<b>758</b>	<b>729</b>	<b>20</b>	<b>3</b>	<b>6</b>	<b>96.70%</b>	<b>96.17%</b>

### 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	233	10	6	9	10	86.94%	86.94%
East	258	0	258	229	7	7	10	5	88.37%	88.76%
Fruitvale	270	3	267	255	7	3	1	1	96.25%	95.51%
San Antonio	244	4	240	230	7	2	1	0	95.83%	95.83%
West	231	0	231	211	13	3	0	4	91.34%	91.34%
North	239	0	239	228	4	3	3	1	95.40%	95.40%
<b>Total</b>	<b>1,520</b>	<b>17</b>	<b>1,503</b>	<b>1,386</b>	<b>48</b>	<b>24</b>	<b>24</b>	<b>21</b>	<b>92.28%</b>	<b>92.22%</b>

### OAHPI – PACT Program

Portfolio	Total Units	Office Units for Admin Purposes	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	11	1	1	1	0	0	5	68.40%	63.20%

### Recertification Report

### Authority Managed Public Housing Units

Development	Completed Annual Recertifications	Recertifications/ Outstanding	Recertifications/ Legal	Current Month Backlog
Lockwood Gardens	4	7	3	4
Peralta Villa	4	4	2	2
<b>Total</b>	<b>8</b>	<b>11</b>	<b>5</b>	<b>6</b>

## Tenant Rent Collections

### Authority Managed Public Housing Units

Development	Charged	Collected	Percent Collected
Lockwood Gardens	\$155,020	\$106,607	68.77%
Peralta Village	\$135,067	\$106,429	78.80%

### OAHPI Project Based Section 8 Units (Includes HAP)

Portfolio	Charged	Collected	Percent Collected
Deep East	\$541,771	\$449,336	82.94%
East	\$570,413	\$443,336	77.72%
Fruitvale	\$644,326	\$599,924	93.11%
San Antonio	\$547,393	\$485,868	88.76%
West	\$493,666	\$429,694	87.04%
North	\$584,260	\$508,140	86.97%

## 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	\$94,220	\$81,722	\$0	\$621,532	(\$73,704)	\$723,769
Peralta Villa	\$77,040	\$56,220	\$0	\$389,124	(\$59,564)	\$462,819

\* 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	\$111,851	\$97,092	\$490	\$1,224,396	(\$36,771)	\$1,397,057
East	\$114,737	\$98,416	\$0	\$1,616,166	(\$61,202)	\$1,768,116
Fruitvale	\$99,290	\$83,919	(\$2,622)	\$906,698	(\$67,756)	\$1,019,528
San Antonio	\$59,368	\$42,341	(\$2,908)	\$556,582	(\$97,242)	\$558,141
West	\$80,526	\$67,529	\$250	\$632,821	(\$82,301)	\$698,825
North	\$81,030	\$81,892	\$2,280	\$833,053	(\$151,790)	\$846,465

\* 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	\$42,014	\$39,127	\$0	\$451,998	\$0	\$533,139
East	\$40,391	\$38,292	\$67	\$504,225	\$0	\$582,976
Fruitvale	\$25,688	\$23,700	\$0	\$497,611	(\$202)	\$546,797
San Antonio	\$35,979	\$29,338	\$1,196	\$470,695	(\$6,945)	\$530,263
West	\$36,918	\$40,553	\$0	\$561,999	(\$1,665)	\$637,805
North	\$49,467	\$86,037	\$1,661	\$545,547	(\$1,443)	\$681,269

\* 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	\$2,572	\$2,986	\$920	\$94,824	(\$5,362)	\$95,940
Peralta Villa	\$1,700	(\$206)	\$250	\$51,923	(\$3,581)	\$50,086

\*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	\$1,917	\$2,660	\$0	\$405,435	(\$18,439)	\$391,572
East	\$784	\$3,534	\$0	\$233,325	(\$16,898)	\$220,745
Fruitvale	\$861	\$1,055	(\$259)	\$161,076	(\$17,550)	\$145,183
San Antonio	\$5,062	\$4,165	\$0	\$208,910	(\$8,194)	\$209,943
West	\$2,958	\$3,022	\$0	\$73,364	(\$36,001)	\$43,343
North	\$488	\$218	\$0	\$184,192	(\$15,674)	\$169,223

\*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	\$1,907	\$0	\$281,301	(\$7,848)	\$275,360
East	\$8,691	\$8,691	\$0	\$259,422	(\$13,171)	\$263,633
Fruitvale	\$0	\$0	\$0	\$132,993	(\$3,379)	\$129,613
San Antonio	\$0	\$1,575	\$0	\$134,838	(\$7,114)	\$129,299
West	\$2,948	\$4,071	(\$357)	\$147,235	(\$3,330)	\$150,567
North	\$3,163	\$2,572	\$0	\$109,878	(\$3,994)	\$111,619

\* 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	276	251	219	308
Peralta Villa	390	31	201	177	55
<b>Total</b>	<b>762</b>	<b>307</b>	<b>452</b>	<b>396</b>	<b>363</b>

**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	321	118	154	285
East	278	321	111	118	314
Fruitvale	270	65	201	182	84
San Antonio	244	62	135	136	61
West	231	237	154	175	216
North	239	290	136	152	274
<b>Total</b>	<b>1,540</b>	<b>1,296</b>	<b>855</b>	<b>917</b>	<b>1,234</b>

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

Month	Voluntary Move Out/Abandonment	Eviction	Total Vacated	Balance
Oct-21	0	1	1	\$ 600.00
Nov-21	0	0	0	\$ -
Dec-21	0	0	0	\$ -
Jan-22	0	0	0	\$ -
Feb-22	0	0	0	\$ -
Mar-22	0	0	0	\$ -
Apr-22	0	0	0	\$ -
May-22	0	0	0	\$ -
Jun-22	0	0	0	\$ -
Jul-22	0	0	0	\$ -
Aug-22	0	0	0	\$ -
Sep-22	0	0	0	\$ -

**Legal Report – OAHPI Project Based Section 8 Units**

Month	Voluntary Move Out/Abandonment	Eviction	Total Vacated	Balance
Oct-21	0	0	0	\$ -
Nov-21	0	0	0	\$ -
Dec-21	0	0	0	\$ -
Jan-22	0	0	0	\$ -
Feb-22	0	0	0	\$ -
Mar-22	1	0	0	\$ 4,024.00
Apr-22	0	0	0	\$ -
May-22	1	0	1	\$ 51,975.52
Jun-22	0	0	0	\$ -
Jul-22	0	0	0	\$ -
Aug-22	0	1	1	\$ 12,020.70
Sep-22	0	0	0	\$ -

## **Resource Conservation Community Engagement and Outreach**

### **Authority Managed Public Housing Units**

Development	Site Assessments	Resident Contact	Flyer Outreach	In-Person Site Meetings
Lockwood Gardens	8	44	353	7
Peralta Villa	4	0	376	0
<b>Total</b>	<b>12</b>	<b>44</b>	<b>729</b>	<b>7</b>

### **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	30	37	1	233	0
East	29	38	1	229	0
Fruitvale	25	28	0	255	0
San Antonio	38	86	0	230	0
West	35	66	17	211	1
North	34	72	2	228	0
<b>Total</b>	<b>191</b>	<b>327</b>	<b>21</b>	<b>1,386</b>	<b>1</b>

## **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	\$4,122	18	\$175,595	\$179,717
East	13	\$0	6	\$49,368	\$49,368
Fruitvale	12	\$0	6	\$35,745	\$35,745
San Antonio	35	\$0	20	\$126,241	\$126,241
West	23	\$0	15	\$127,436	\$127,436
North	28	\$5,706	17	\$106,337	\$112,043

**Emergency Rental Assistance – Authority Managed Public Housing Units**

<b>Portfolio</b>	<b>Number of Residents Processed to Date</b>	<b>Assistance Processing</b>	<b>Number of Residents Paid to date</b>	<b>Assistance Received</b>	<b>Total Dollars</b>
Lockwood Gardens	77	\$6,676	17	\$95,966	\$102,642
Peralta Village	54	\$0	39	\$132,243	\$132,243

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

<b>Portfolio</b>	<b>Alameda County</b>	<b>BACS</b>	<b>City of Oakland</b>	<b>EDC</b>	<b>Total Dollars</b>
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**

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



## Capital Improvement Department

### Unit Renovations

	OHA	OAHP
Units Completed and Returned to OPO in September	4	8
Units Received From OPO in September	3	3
Units Completed in Fiscal Year 2022-23 To Date	7	14

These unit renovations are complete turns, typically stripped down to the sheetrock. They include:

- Asbestos abatement in walls and flooring if present
- Re-textured and painted
- Kitchen and bathroom cabinet replacements including granite countertops
- New bathtubs and new plumbing fixtures
- All the mill work gets replaced i.e. doors, frames, floor molding, closet doors etc.
- Electrical panels are moved to new, code approved locations
- All smoke and carbon monoxide detectors are rewired to the main panel
- Installation of new, always on, bath fans to improve indoor air quality
- Replacement of all flooring and carpeting
- Added light fixtures on the ceilings of living and bedroom areas

#### OHA/OAHP Completed in September:

- 914 Mandela Pkwy.
- 928 Poplar Way
- 6520 Eastlawn
- 1140 65<sup>th</sup> Ave.
- 1911 Seminary #11
- 2995 School St. #2
- 1815 28<sup>th</sup> Ave. #4
- 1227 E. 17<sup>th</sup> St. #6
- 2261 84<sup>th</sup> Ave. #5
- 2255 84<sup>th</sup> #4
- 584 58<sup>th</sup> St. #6
- 1853 38<sup>th</sup> Ave. #15
- 3344 Arkansas sewer Line
- 2402 E. 27<sup>th</sup> St. cleanout installs
- 2311 98<sup>th</sup> Ave. sewer lines
- 3716 Allendale site concrete
- 4068 Allendale stair replacement

#### In the Preconstruction/Construction Process:

- 1248 34th Avenue soft story seismic retrofit
- 59 Pearl Rd. roof
- 950 40<sup>th</sup> Street concrete repairs

- 1125 65<sup>th</sup> Ave. Unit A fire repairs
- 6650 Laird Ave. exterior, site, and landscape repairs
- 9514 Birch St. exterior, site, and landscape rehab

Administrative Buildings

- Service Center Driveway asphalt R&R, reseal, and stripe
- Additional card reader locations
- 1619 Harrison rooftop HVAC unit sound attenuation
- 1619 Harrison automatic doors

## 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:

**Project Address:** 620 17<sup>th</sup> St. & 570 16<sup>th</sup> St.  
**Project Type:** Acquisition/Rehabilitation  
**Number of Units:** 151  
**PBVs:** 149  
**Target Population:** Low-Income Seniors

**Affordability Targeting:** 30-60% of AMI  
**Architect:** Okamoto-Saijo Arch.  
**General Contractor:** BBI Construction Inc.  
**Property Management:** John Stewart Co.  
**Total Development Cost:** \$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:	\$5,449,437
• OHA Sponsor Loan	\$15,000,000	• GP Equity	\$100
		• Tax Credit (LP) Equity	\$44,967,088

### 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

**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 on 2/28/22: 100%

% Complete last Month: 100%

Scheduled Completion Date: 6/2022

**New Hires:**

Number of New Hires: 161

Number of Section 3 Hires: 47

% Section 3: 29.19%

**Construction Contract Status:**

Original Contract Amount \$44,117,725.00 Pending Change Orders (PCOs) \$0.00

Approved Change Orders \$ 5,113,762.60 Potential Future Changes \$0.00

**Current Contract Amount \$49,231,487.60 Potential Contract Amount \$49,231,487.60****Milestones Completed:****Oak Grove North**

- The building is complete and fully occupied

**Oak Grove South**

- The building is complete and fully occupied

## 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 3<sup>rd</sup> 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 1<sup>st</sup> and 2<sup>nd</sup> floors.*

### Project Description:

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

### Approved OHA/Affiliate Funding:

\$4,840,000 for Total Predevelopment. in FY21  
OAHPI Budget  
\$1,700,000 for Predevelopment spending in FY23

### Disbursements to Date:

\$877,612

### Current Project Status:

Predevelopment: Staff have restarted predevelopment work including architectural / engineering plan development, relocation planning, and environmental assessments.

### Milestones Completed Past Month:

Predevelopment activities are ongoing.

## 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 3<sup>rd</sup> 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 1<sup>st</sup> and 2<sup>nd</sup> floors.*

### Project Description:

**Project Address:** 1621 Harrison Street  
**Project Type:** Rehabilitation  
**Number of Units:** 101  
**PBVs:** 100  
**Target Population:** Seniors

**Affordability Targeting:** 50% AMI or less  
**Other Uses:** OHA Headquarters  
**Architect:** Saida +Sullivan Architects  
**General Contractor:** To be determined  
**Property Management:** To be determined  
**Total Development Cost:** \$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

### Approved OHA/Affiliate Funding:

\$4,840,000 for Total Predevelopment. in FY21  
 OAHPI Budget  
 \$1,700,000 for Predevelopment spending in FY23

### Disbursements to Date:

\$877,612

### Current Project Status:

Predevelopment: Staff have restarted predevelopment work including architectural / engineering plan development, relocation planning, and environmental assessments.

### 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 10<sup>th</sup> 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 Projects 1 and 2 – Partnership with MidPen



*Brooklyn Basin Projects 1 (Paseo Estero) and 2 (Vista Estero) include a total of 211 units on Parcel F. Both projects were completed in January 2021.*

*Paseo Estero includes 101 units for very low-income families and Vista Estero includes 110 units for very low-income seniors.*

*Photo: Front view of Vista Estero.*

*Photo credit: David Wakely*

### Project Description:

<b>Project Address:</b>	255-285 8 <sup>th</sup> Avenue	<b>Affordability Targeting:</b>	30-60%
<b>Project Type:</b>	New Construction	<b>Other Uses:</b>	None
<b>Number of Units:</b>	211	<b>Architect:</b>	HKIT Architects
<b>PBVs:</b>	132	<b>General Contractor:</b>	Nibbi Brothers
<b>Target Population:</b>	Paseo Estero - families Vista Estero - seniors	<b>Property Management:</b>	MidPen
		<b>Total Development Cost:</b>	\$137.2M

### Permanent Funding Sources:

• OHA Acquisition Funds (included in City Loan)	• City of Oakland	\$12,670,000
• Federal Home Loan Bank AHP	• Tax Credits – Wells Fargo	\$70,076,353
• Deferred Dev. Fee	• General Partner Equity	\$580,507
• Parcel T Reimb.	• Permanent Mortgage – Wells Fargo/Freddie Mac	\$37,111,000
		\$455,798

### 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:

Construction is 100% complete and achieved 100% occupied in July 2021. All construction period financing was converted to permanent financing on January 14, 2022.

### Construction Progress:

% Complete on 1/31/21:	100%
% Complete last Month:	100%
Start Date	12/20/18
Projected Completion Date	1/31/21
Actual Completion Date	12/30/20

### New Hires:

Number of New Hires:	767
Number of Section 3 Hires:	65
% Section 3:	8.47%
% Local Residents:	31.55%
% Local Apprentices:	27.12%

### Milestones Completed Past Month:

Project is a finalist for a Pacific Coast Builders 2022 Gold Nugget Award for “Best Affordable Housing Community – 60 Units / Acre or More”.

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

Both Paseo Estero and Vista Estero were completed early and within budget.



## 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:

<b>Project Address:</b>	311 9 <sup>th</sup> Avenue	<b>Affordability Targeting:</b>	20-60%
<b>Project Type:</b>	New Construction	<b>Other Uses:</b>	None
<b>Number of Units:</b>	130	<b>Architect:</b>	HKIT Architects
<b>PBVs:</b>	65	<b>General Contractor:</b>	Nibbi Brothers
<b>Target Population:</b>	Very low-income families and formerly homeless individuals and couples	<b>Property Management:</b>	MidPen
		<b>Total Development Cost:</b>	\$108.7M

### Permanent Funding Sources:

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

### 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:

Construction is 100% complete. The Temporary Certificate of Occupancy was issued on 5/9/22. As of August 17<sup>th</sup>, the project is 100% leased. The project team is targeting an April 2023 conversion.

### 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. The Final Certificate of Occupancy is still pending and is not expected to be received for 8-12 months. MidPen has initiated the final stages of the permanent conversion process including bi-weekly meetings with all lenders, the investor, and all general counsel.

### 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 9/29/22*

### Project Description:

<b>Project Address:</b>	389 9 <sup>th</sup> Avenue	<b>Affordability Targeting:</b>	20-60%
<b>Project Type:</b>	New Construction	<b>Other Uses:</b>	None
<b>Number of Units:</b>	124	<b>Architect:</b>	HKIT Architects
<b>PBVs:</b>	61	<b>General Contractor:</b>	Nibbi Brothers
<b>Target Population:</b>	Very low-income families, formerly homeless individuals and couples	<b>Property Management:</b>	MidPen
		<b>Total Development Cost:</b>	\$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 – Cal 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:

Structural concrete shoring, decking, edge forms, deck layout, MEP cans and inserts, bottom mat rebar and PT cables and in slab MEP's continuing in stages in different site sectionals on levels 1 and 2. Nibbi reports that there have been no new hires thus far because the site prep, concrete and MEP subcontractors have been using existing crews and/or workers who were previously hired for Foon Lok West.

### Construction Progress:

% Complete: 13.79%  
 % Complete last Month: 10.73%  
 Start Date: 6/6/22  
 Projected Completion Date: February 2024  
 Actual Completion Date: TBD

### New Hires:

Number of New Hires: 0  
 Number of Section 3 Hires: 0  
 % Section 3: 0%  
 % Local Residents: 0%  
 % Local Apprentices: 0%

**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 12<sup>th</sup> Street – Partnership with EBALDC



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

### Project Description:

<b>Project Address:</b>	285 12 <sup>th</sup> Street	<b>Affordability Targeting:</b>	20%-70% AMI
<b>Project Type:</b>	New Construction	<b>Other Uses:</b>	3,500 sq. ft. commercial
<b>Number of Units:</b>	65	<b>Architect:</b>	David Baker Architects
<b>PBVs:</b>	16 regular PBVs, 8 HUD-VASH PBVs	<b>General Contractor:</b>	Roberts-Obayashi Corp.
<b>Target Population:</b>	Low-income families, 7 special needs units	<b>Property Management:</b>	EBALDC
		<b>Total Development Cost:</b>	\$61.7M
		<b>Placed in Service Date:</b>	

### Targeted Permanent Funding Sources:

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

### 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:

\$6,874,259.22

### Current Project Status:

Predevelopment – EBALDC is continuing architecture and engineering design, refining construction cost estimates, and applying for funding. EBALDC submitted an application for \$19.3 million in MHP and \$4.5 million in IIG funding through the California Department of Housing and Community Development Super NOFA. Awards are expected to be announced in December. If the project receives these awards, it would have all of the sources of financing it needs to be able to apply for tax exempt bonds and 4% low income housing tax credits.

### Milestones Completed Past Month:

Architecture and engineering team began work to advance the drawings from Schematic Design to Design Development.

**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:

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

### Targeted Permanent Funding Sources:

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

### 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.

#### Approved OHA/Affiliate Funding:

MTW: \$7,500,000 for land purchase and loan

#### Disbursements to Date:

\$6,499,291

**Current Project Status:** Predevelopment – EAH is continuing architecture and engineering design, refining construction cost estimates, and applying for funding. EAH submitted an application for MHP and IIG funding through the California Department of Housing and Community Development Super NOFA. Awards are expected to be announced in December. If the project receives these awards, it would have all of the sources of financing it needs to be able to apply for tax exempt bonds and 4% low income housing tax credits.

### Milestones Completed Past Month:

Completed permit set of drawings for submission for City of Oakland 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.

## Asset Management Department- September 2022

### Occupancy Report - Contract Managed Public Housing Units

Development	Total Units	Non-dwelling units/ Exempt	Offline	Units Occupied by Employee	Available Units	Units In Rehab	Vacant and Available	Reserved Units	Occupied Units	Previous Month Occupancy Rate	Current Month Occupancy Rate
Harrison Towers	101	0	39	1	61	0	0	0	61	100.00%	100.00%
Adel Court	30	0	0	0	30	0	2	2	28	96.43%	93.33%
Campbell Village	154	2	0	1	151	0	7	7	144	95.36%	95.36%
Palo Vista	100	0	0	1	99	0	2	2	97	98.99%	97.98%
Linden Court	38	0	0	0	38	0	3	3	35	92.11%	92.11%
Mandela Gateway	46	0	0	0	46	0	0	0	46	97.83%	100.00%
Chestnut Court	45	0	0	0	45	0	4	4	41	88.89%	91.11%
Foothill Family	21	0	1	0	20	0	0	0	20	95.24%	100.00%
Lion Creek I & II	99	0	0	0	99	0	1	1	98	97.98%	98.99%
Lion Creek III	37	0	0	0	37	0	0	0	37	97.30%	100.00%
Lion Creek IV	21	0	0	0	21	0	0	0	21	95.24%	100.00%
<b>Total</b>	<b>692</b>	<b>2</b>	<b>40</b>	<b>3</b>	<b>647</b>	<b>0</b>	<b>19</b>	<b>19</b>	<b>628</b>	<b>96.46%</b>	<b>97.06%</b>

### Recertification Report - Contract Managed Public Housing Units

Development	Completed Annual Re-certifications	Re-certifications/ Outstanding	Re-certifications/ Legal	Total Backlog
Harrison Towers	2	0	0	0
Adel Court	0	0	0	0
Campbell Village	14	3	0	3
Palo Vista Gardens	0	0	0	0
Linden Court	6	4	0	4
Mandela Gateway	1	0	0	0
Chestnut Court	1	1	0	1
Lion Creek Crossings	13	12	0	12
Foothill Family	1	0	0	0
<b>Total</b>	<b>38</b>	<b>20</b>	<b>0</b>	<b>20</b>



**TARs - Contract Managed Public Housing Units**

Development	Charged	Collected	Current Month Uncollected	TARs	1- 30 Days	31- 60 Days	61 and Over	Total Balance
Harrison Towers	\$26,425	\$28,131	-\$1,706	-6.46%	\$1,868	\$0	\$0	\$162
Adel Court	\$10,760	\$9,490	\$1,270	11.80%	-\$193	\$131	\$11,143	\$12,351
Campbell Village	\$51,675	\$32,469	\$19,206	37.17%	-\$3,989	\$4,192	\$35,402	\$54,811
Palo Vista Gardens	\$32,022	\$31,170	\$853	3%	\$2,511	\$2,235	\$10,496	\$16,094

**Work Order Report - Contract Managed Public Housing Units**

Development Name	Total Units	Beginning of Month Open WOs	Opened Within Date Range	Closed Within Date Range	Remaining Open WO's
Harrison Towers	101	0	59	58	1
Adel Court	30	0	0	0	0
Campbell Village	154	3	37	39	1
Palo Vista Gardens	100	0	20	20	0
Chestnut Court	38	1	15	8	6
Linden Court	45	1	6	4	3
Mandela Gateway	46	8	33	13	28
Lion Creek Crossings	157	80	138	188	30
Foothill Family	21	0	0	0	0
<b>Total</b>	<b>692</b>	<b>93</b>	<b>308</b>	<b>330</b>	<b>69</b>

**Senior Site Activities**

Outreach Efforts/Social Activities	Harrison Towers	Adel Court	Palo Vista Gardens	Total
Wellness Phone Calls	130	10	16	<b>156</b>
Mercy Brown Bags	130	35	58	<b>223</b>
Case Management	2	N/A	N/A	<b>2</b>
Home Management	2	N/A	N/A	<b>2</b>
Benefits/Insurance/Language Support	32	N/A	N/A	<b>32</b>
Birthday Cards	8	4	10	<b>22</b>
Laundry Card Refill	N/A	N/A	11	<b>11</b>
Bingo / Dominoes	42	N/A	0	<b>42</b>
Tai Chi/Meditation Class	N/A	N/A	2	<b>2</b>
Fun Fridays- Card Games	45	N/A	N/A	<b>45</b>

ESL Classes	9	N/A	N/A	<b>9</b>
iPad Learning Class	8	N/A	N/A	<b>8</b>
Field Trip -Library	3	N/A	16	<b>19</b>
Healthy Living Festival	N/A	N/A	13	<b>13</b>
Arts & Craft	8	N/A	N/A	<b>8</b>
Coffee and Donuts	N/A	3	N/A	<b>3</b>
Flu Shots	33	N/A	N/A	<b>33</b>
Covid-19 Bivalent Booster+ Flu Shot	16	N/A	N/A	<b>16</b>

## Food Resources

- Mercy Brown Bags/Produce Bags:** In September, the Mercy Brown Bag program provided one hundred and thirty (130) produce bags to Harrison Towers residents, thirty-five (35) bags to Adel Court residents, and fifty-eight (58) bags to Palo Vista residents. Each Mercy Brown Bag contained a variety of fresh and canned food items as well as protein and baked goods, such as ground beef, pork chops, eggs, cereal, bread, potatoes, celery, mustard greens, tomatoes, apples, strawberries, and oranges. The management team continues to bag groceries and deliver them to residents with mobility issues.



## Health & Wellness

- Wellness Checks:** The property management team at Harrison Towers continues to walk the floors every Tuesday of the week to ensure notices left at residents' doors were received. If management observes that notices have been left out for a few days and/or residents do not answer their doors, the team calls the resident and their emergency contacts to further check-in on them. In September, the respective management team was able to get in touch with each household, making one hundred thirty (130) wellness calls to Harrison Towers residents, ten (10) calls to Adel Court residents and sixteen (16) calls to Palo Vista residents. When calling each household, the property management staff assess residents' wellness with a series of questions that were designed to determine whether the

residents would require additional support and/or assistance. This month, residents informed the staff that they were fine and were not in need of any assistance at the time of the call, but knew that if they required additional support, they could reach out to the management office.

- Birthday Celebrations:** In September, eight (8) Harrison Towers residents, four (4) Adel Court resident, and ten (10) Palo Vista residents celebrated their birthdays. To commemorate the birthdays, property management staff at Harrison Towers continued the tradition of delivering a birthday gift bag and a birthday card to each celebrant. Each gift bag included snacks, hand soap, laundry detergent, household cleaning products, a birthday cupcake, and a birthday card.

Celebrants at Adel Court and Palo Vista Gardens were also provided with a birthday goodie bag and a phone call wishing them a happy birthday. The celebration also consisted of a pizza lunch party for the celebrated. Those celebrating their birthdays expressed much gratitude and appreciation for the phone call and the birthday recognition.



- Social Activities:** Several social activities were conducted at Harrison Towers where seniors had the opportunity to socialize. During the month of September, fourteen (14) residents played BINGO three times. Eight (8), seniors participated in arts & craft activity, seven (7) watched a movie in the community center, and



three (3) attended a field trip to the library. Nine (9) residents gathered five times in the month for Fun Friday/Mahjong/Card Games. Nine (9) resident attended the ESL Classes and eight (8) attended an iPad Learning Class.

At Adel Court and Palo Vista Gardens, as more residents become comfortable with in-person social activities, the management team have coordinated several fun activities for the residents, including Bingo and dominoes, meditation classes, a walk club, and social outings. At Adel Court, three (3) residents gathered outside for free coffee and donuts. At Palo Vista, two (2) residents participated in a meditation class as well as participated in four walk sessions.



- **Healthy Living Festival at the Oakland Zoo:** In coordination with OHA's Family

and Community Partnership Department, thirteen (13) Palo Vista Senior and one (1) Campbell Village senior attended the 2022, 19<sup>th</sup> Annual Healthy Living Festival at the Oakland Zoo, on September 29, 2022. The United Seniors of Oakland and Alameda County organized the free event as well as the transportation. The event was fun-filled; seniors were able to get health and wellness resources, listen to live music, dance, enjoy fitness classes, receive a free lunch, and free entrance to the Oakland Zoo. Seniors expressed how much fun they had and how they are looking forward to next year's event.



- **Supplementary Services:** This month at Harrison Towers, through appointment-only meetings, the management staff was able to provide thirty-two (32) residents with supplemental services. These services included language translation, such as assistance reading bank statements, social security letters, and medical prescription, filling out forms, as well as calling the social security office with the tenants to inquire about benefits, scheduling medical appointments, and filling out reasonable accommodation request forms.
- **Flu Shot and COVID 19 Bivalent Booster Clinic:** On September 23 , Wellspring Pharmacy conducted an onsite Flu Shot and COVID 19 Bivalent booster vaccination for Harrison tenants. Forty-nine (49) tenants received vaccines. Thirty-three (33) tenants received the flu shot. Sixteen (16) tenants received both the flu shot and the Bivalent booster shot of the Moderna COVID-19 vaccine. Tenants who received the booster shot were required to stay within the designated observation area for at least 15 minutes to be observed for any immediate adverse reactions.

On September 26, management staff outreached to each household who received their flu shot and Bivalent booster shot to conduct a wellness check. All forty-nine (49) tenants reported they had mild pain on their arm and some fatigue, but were doing well.





### Key to Home Activities

Outreach Efforts/Activities	1242 95 <sup>th</sup>	1733 92 <sup>nd</sup>	2353 E. 24 <sup>th</sup>	2349 83 <sup>rd</sup>	1900 E. 24 <sup>th</sup>	Key to Home Total
Wellness Phone Calls	5	2	3	6	2	18
Socially Distanced Wellness Checks	5	2	3	4	1	15
Rainbow Recreation Center Food Bag	5	2	3	5	2	17
Services Matching	5	2	4	5	3	19

### **Food Resources**

- **Rainbow Recreation Center Food Program:** Every Tuesday, Thursday, and Saturday, Key to Home households can attend the Rainbow Recreation Center Food Program. Sister Alice Muhammad and her amazing team run this program. They provide fresh fruits, vegetables, grains, canned goods and many other great food items. The distribution of food is on a first come, first serve basis. During the month of September, seventeen (17) households received food support.

### **Health & Wellness**

- **Services Matching:** During each wellness phone call and wellness check, the resident service coordinator conducts individual assessments of households to best comprehend their unique needs and services requests. This has led to connecting households with various programs and/or services. Eleven (11) households were referred to the Booth Memorial Child Development Center (BMCDC), which is part of The Salvation Army's Fruitvale Corps. The BMCDC strives to provide a safe and free, high-quality education and childcare for children 18 months to 5 years of age, from low-income families, while parents work or attend additional schooling.

WRITTEN  
COMMUNICATIONS  
(Executive Director's Report)

## EXECUTIVE DIRECTOR WRITTEN COMMUNICATIONS

**Department:** OHAPD

**Subject:** Coffee with a Cop

October 5, 2022, was National Coffee with a Cop Day. Coffee with Cop events brings police officers and the community members they serve, together - over coffee - to discuss issues and learn more about each other. These events continue the direction of maintaining open dialogue and positive interactions.

OHAPD facilitated fellowship and community engagement with over 50 Authority residents at six separate locations beginning at 10:00 AM and ending at 6:00 PM. The pleasant environment allowed for dialogue between all participants on subjects ranging from property management requests to concerns about recent gun violence occurring in the City of Oakland. The event allowed staff to underscore the mission of the Oakland Housing Authority Police Department in service to the community.





Coffee with a Cop  
Page 2 of 2



## EXECUTIVE DIRECTOR WRITTEN COMMUNICATIONS

**Department:** OHAPD

**Subject:** Community Event

On Saturday October 1, members of the Oakland Housing Authority met with community members at Lockwood Gardens to discuss challenges within the community. The well-attended event offered an opportunity for fellowship and to have intentional conversations about working together to address violence in our community. The event was attended by approximately 40 people and was sponsored by the Iglesia Pueblo De Dios Mt. Enon Community Baptist Church. Coordination was led by OHA's own Manuel Ramos!





Faustina Mututa, OHA Resource Conservation Manager, represented the Oakland Housing Authority with a presentation titled ***Conservation Education & Outreach Adapts to Pandemic***





# The Oakland Police Department Invites you to



**Date: October 31st, 2022**  
**Time: 3:00PM-5:00PM**  
**Location: Verdese Carter Park-PAL**  
**9600 Sunnyside Street**

**For additional information contact Ofc. Rosalia Lopez at [RLopez@Oaklandca.gov](mailto:RLopez@Oaklandca.gov)  
or NSC Judith Christopher @ [JChristopher@oaklandca.gov](mailto:JChristopher@oaklandca.gov).**



**THANK YOU TO OUR PARTNERS!**



**Mayor Libby Schaaf's Final  
State of the City Address on  
October 19, 2022**



**Invitation to join Vice President Kamala Harris**  
**Tuesday, October 18<sup>th</sup> at Fort Mason Center**



Friday October 7, 2022, 11:26 AM



## Oakland Police Department CA



### Advisory: An Arrest Made in OPD's 100th Homicide Investigation of 2022

Dear Patricia Wells,

For Immediate Release October 7, 2022  
OPD NEWS:

#### An Arrest Made in OPD's 100th Homicide Investigation of 2022

The Oakland Police Department (OPD) arrested Kahalil Attiba for the homicide of Louis Truehill. The murder occurred on October 3, 2022, in the 1300 block of Kirkham Street.

The dedicated hard work and combined efforts of OPD's Violent Crime Operations Center (VCOC), Homicide Investigators, United States Marshals Service, and Oakland Housing Authority Police led to the arrest.

The Alameda County District Attorney's Office charged Attiba with murder.

#### **BACKGROUND:**

The Oakland Police Department (OPD) is investigating the 100th homicide in the City of Oakland. The Oakland Fire Department (OFD) advised OPD's Communications Division of a shooting victim in the 1300 block of Kirkham Street, just before 3:00 PM today.

Patrol officers were immediately dispatched to the scene, where they located OFD and Falk Ambulance providing medical care for the shooting victim. Unfortunately, the victim died on the scene.

Oakland Police Homicide Investigators responded to take over the investigation into the circumstances surrounding the death. The victim's identity is being withheld pending notification to the next of kin. Anyone with information can contact the Homicide Section at (510) 238-3821 or the TIP LINE at (510) 238-7950.

For full details, [view this message on the web](#).





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DEVELOPMENT CORPORATION**

BUILDING HEALTHY, VIBRANT AND SAFE NEIGHBORHOODS



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September 14, 2022

Ms. Michelle Hasan, Director of Leased Housing  
Oakland Housing Authority  
1540 Webster St  
Oakland, CA 94612

Dear Ms. Hasan,

Thank you again for your support of our Phoenix new construction project in West Oakland, and for your commitment of COSR funds to the project. I am writing to provide update you that the state has not awarded Homekey funds to the project at this time. While we have not heard definitively that the project will not be awarded through that program, we have strong indications that will be the case.

However, we are pleased to share that the project will likely be awarded California Housing Accelerator funds this month, which will allow us to move forward with construction in lieu of securing Homekey funds. While this is a slightly different funding path, it enables us to retain the same programming for the project that we have envisioned: 50% permanent supportive housing units targeted at homeless individuals/households, and 50% of units targeting up to 50% AMI units. Given that the services and affordability targeting of the project will remain the same, EBALDC, together with our development partner Allied Housing, would like to request that OHA maintain its commitment of COSR funds in the event of a Housing Accelerator execution instead of the previously considered Homekey execution.

Please feel free to reach out with any questions - thank you in advance for your review.

Sincerely,

DocuSigned by:  
*Capri Judith Roth*  
7E191055F4484CF...

Capri Roth

Executive Vice President, Real Estate Development

Cc:

Ahmed Karimi, Senior Management Analyst, OHA, Leased Housing  
Deni Adaniya, Acting Assistant Director, OHA, ORED  
Vanessa Kennedy, Housing Development Coordinator, City of Oakland  
Jon White, Chief Real Estate Officer, Allied Housing  
David Chen, Project Manager, EBALDC