



Oakland Housing
Authority

**MINUTES OF THE REGULAR MEETING
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE
CITY OF OAKLAND, CALIFORNIA**

Meetings are recorded and accessible through our website www.oakha.org

Monday, August 26, 2024
6:00 PM

Zoom Information

- 1. Pledge of Allegiance**
- 2. Roll Call**

Pursuant to Assembly Bill (AB) 2449, Commissioner Montgomery called into the Board of Commissioners Meeting via Zoom.

Present - Chair Anne Griffith, Vice Chair Gregory D Hartwig, Commissioner Lynette Jung-Lee, Commissioner Barbara Montgomery, Commissioner William J Mayes, Commissioner Janny Castillo.

Vice Chair Gregory D Hartwig moved to Approve Commissioner Montgomery's remote presence which was seconded by Commissioner Jung-Lee. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Janny Castillo, Lynette Jung-Lee, Barbara Montgomery, William J Mayes

Nayes - 0: None

Excused - 0: None

Absent - 0: None

- 3. Approval of Minutes**

- 3.1** Approval of the draft minutes of the Regular Board of Commissioners Meeting of July 22, 2024.

Attachments:

[Draft Minutes for the July 22, 2024 Board of Commissioners Meeting.pdf](#)

Commissioner Castillo moved to Approve item 3.1 which was seconded by Commissioner William J Mayes. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Janny Castillo, Lynette Jung-Lee, Barbara Montgomery, William J Mayes

Nayes - 0: None

Excused - 0: None

Absent - 0: None

4. Recognition of people wishing to address the Commission

No persons wished to address the Commission.

5. Old or Unfinished Business

There was no old or unfinished business.

6. Modifications to the Agenda

There were no modifications to the agenda.

7. New Business

- 7.1 A Proclamation by the Board of Commissioners Recognizing Oakland Housing Authority Police Department Service Awards.

Attachments:

[Staff Report - Lt. Paul Malech Proclamation](#)
[Lieutenant Paul Malech BOC Proclamation](#)

Alan Love, Chief of the Oakland Housing Authority Police Department (OHAPD) presented this item. Chief Love spoke to the 26 years of service of Lieutenant Paul Malech who is retiring. Chief Love highlighted Lieutenant Malech's career that was served with distinction, honor, humility, and commitment to the Oakland Housing Authority's mission and its community. Special Advisor to the Executive Director and former Chief of the OHAPD, Carel Duplessis, spoke to Lieutenant Malech's professionalism and being a fantastic administrator. Mr. Duplessis highlighted Lieutenant Malech's contributions to creating the OHAPD Fraud Investigation Unit in 2003, as well as CALEA.

The Board of Commissioners, Executive Director Patricia Wells, and Chief of the OHAPD Alan Love, proclaimed, recognized and congratulated Lieutenant Malech for his service, and commitment to excellence to the Oakland Housing Authority and its community.

- 7.2 Adopt a resolution authorizing the Executive Director to execute documents for the Authority or its affiliate to acquire the limited partner interest in each of Tassafaronga Partners, L.P., and Tassafaronga Partners II, L.P. by December 31, 2024, for an amount not to exceed \$100,000 for the purchase price and other costs related to the transactions.

Attachments:

[Staff Report - Tassafaronga Village](#)
[Tassafaronga Village LP Buyout Authorization Resolution](#)
[Resolution #5279](#)

Chief Officer of Real Estate Development, Tom Deloye, presented this item asking for authorization for the Executive Director to execute documents for the Oakland Housing Authority (Authority) or its affiliate to acquire the limited partner interest in each of Tassafaronga Partners, L.P., and Tassafaronga Partners II, L.P. by December 31, 2024, for an amount not to exceed \$100,000 for the purchase price and other costs related to the transactions. Mr. Deloye explained that Tassafaronga is the general partner in each of these two partnerships for Phase I and Phase II and the limited partner in National Equity Fund (NEF). NEF will be exiting the partnership by December 31, 2024, and offering the purchase price of \$1 for each of their partnership stakes. Mr. Deloye said with NEF exiting, the Authority has the opportunity to acquire NEF's limited partnership stakes which would allow the Authority to have 100% control.

There were no further questions or comments by the board.

Commissioner Jung-Lee moved to Approve Item 7.2 which was seconded by Commissioner William J Mayes. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Janny Castillo, Lynette Jung-Lee, Barbara Montgomery, William J Mayes

Nayes - 0: None

Excused - 0: None

Absent - 0: None

- 7.3 Adopt a resolution authorizing the Executive Director to execute a contract with ATI Restoration, LLC for Disaster Relief Services for Authority-owned and managed properties, and administrative buildings in an amount not to exceed \$1,200,000, for a term not to exceed August 5, 2026.

Attachments:

[Staff Report - ATI Restoration](#)
[Executive Summary ATI Restoration LLC](#)
[ATI Omnia FLYer](#)
[ATI CCGS Review Memo](#)
[ATI Restoration LLC Resolution](#)
[Resolution #5280](#)

Office of Property Operations Director, Mark Schiferl, and Capital Improvements Department Director, Bruce Brackett, presented this item. Mr. Schiferl said staff is requesting authorization for the Executive Director to execute a contract with ATI Restoration, LLC for Disaster Relief Services for Oakland Housing Authority (Authority) owned and managed properties in an amount not to exceed \$1,200,000 for a term not to exceed August 5, 2026. Mr. Schiferl explained that Disaster Relief

Services were for any floods in units, roof leaks that impact the interior of units, and remediation of any sort of property damage.

Commissioner Janny Castillo asked if the buildings that would benefit from this were 100% Authority owned or included some of our partners. Mr. Schiferl explained that this contract was for Authority owned managed properties (Lockwood Gardens, Peralta Village, Administrative Properties).

There were no further questions from the Commissioners.

Commissioner Castillo moved to Approve Item 7.3 which was seconded by Vice Chair Gregory D Hartwig. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Janny Castillo, Lynette Jung-Lee, Barbara Montgomery, William J Mayes

Nayes - 0: None

Excused - 0: None

Absent - 0: None

- 7.4 Adopt a resolution authorizing the Executive Director to execute a contract with PaveConnect Logistics, LLC for Exterior Surfacing Products, Services, and Paving Solutions in an amount not to exceed \$900,000, for a term not to exceed April 30, 2025, and approval for up to one (1) additional one (1) year option term, subject to the exercise of such one year option by the underlying awarding body for an amount not to exceed \$900,000, for a term not to exceed April 30, 2026.

Attachments:

[Staff Report - PaveConnect Logistics](#)
[PaveConnect Services Overview](#)
[PaveConnect CCGS Review Memo](#)
[Board Resolution PaveConnect Logistics](#)
[Resolution #5281](#)

Office of Property Operations Director, Mark Schiferl and Capital Improvements Department Director, Bruce Brackett, presented this item. Mr. Brackett explained that in the coming year the Oakland Housing Authority (Authority) has a significant amount of parking lot and concrete work budgeted. Staff is seeking the use of a cooperative agreement with PaveConnect Logistics, LLC for Exterior Surfacing Products, Services and Paving Solutions in an amount not to exceed \$900,000, for a term not to exceed April 30, 2025, and approval for up to one (1) additional one (1) year option term, subject to the exercise of such one year option by the underlying awarding body for an amount not to exceed \$900,000, for a term not to exceed April 30, 2026. Mr. Brackett explained that without this service, the Authority will be unable to respond effectively or efficiently to address preventative, planned, urgent, routine and emergency work orders and capital funded projects.

Vice-Chair Gregory Hartwig asked why the ending term dates in the resolution were so soon. Secretary Patricia Wells answered that short time period is to ensure the services do not cease to the properties while giving staff the time to do all of the

procurement actions.

There were no further questions from the Commissioners.

Commissioner Jung-Lee moved to Approve Item 7.4 which was seconded by Commissioner William J Mayes. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Janny Castillo, Lynette Jung-Lee, Barbara Montgomery, William J Mayes

Nayes - 0: None

Excused - 0: None

Absent - 0: None

- 7.5 Adopt a resolution authorizing the Executive Director to execute a contract with White Cap, L.P. for facility maintenance, repair, operations (MRO), and industrial and building related supplies and equipment for Authority-owned and managed properties, and administrative buildings in an amount not to exceed \$400,000, for a term not to exceed November 8, 2026.

Attachments:

[Staff Report - White Cap](#)

[Sourcewell White Cap Flyer](#)

[White Cap CCGS Review Memo](#)

[White Cap L.P Resolution](#)

[Resolution #5282](#)

Office of Property Operations Director, Mark Schiferl, and Capital Improvements Department (CID) Director, Bruce Brackett presented this item. Mr. Brackett explained that each year CID performs the modernization of Oakland Housing Authority (Authority) properties throughout its portfolio and that as part of this modernization the Authority has a need to purchase maintenance, repair, and operations (MRO) supplies and related services for Authority-owned and managed properties, and administrative buildings. Mr. Brackett explained that without these services, the Authority will be unable to respond effectively or efficiently to address preventative, planned, urgent routine, and emergency work orders, as well as capital funded projects.

Mr. Brackett said staff is requesting the Board to authorize the Executive Director to execute a contract with White Cap, L.P. for facility maintenance, repair, operations (MRO), and industrial and building related supplies and equipment for Authority-owned and managed properties, and administrative buildings in an amount not to exceed \$400,000, for a term not to exceed November 8, 2026.

There were no further questions from the Commissioners.

Vice Chair Gregory D Hartwig moved to Approve Item 7.5 which was seconded by Commissioner William J Mayes. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Janny Castillo, Lynette Jung-Lee,

Barbara Montgomery, William J Mayes

Nayes - 0: None

Excused - 0: None

Absent - 0: None

7.6 Board of Commissioner Standing and Special Ad-Hoc Committee Assignments.

Attachments:

[Staff Report - Standing and Special Ad-Hoc Committee Assignments](#)
[OHA Board Approved Multi Year Strategic Goals](#)

Secretary, Patricia Wells presented this item. Ms. Wells explained that herself, Chair Anne Griffith, and General Counsel Jhaila Brown have been working on how to continue to govern in specialized standing, and ad-hoc committees for the furtherance of Oakland Housing Authority's (Authority) multi-year strategic goals. Chair Griffith has recommended two Standing Committees: 1. Standing Committee for Finance and 2. Standing Committee for Real Estate Development. Chair Griffith has also recommended two Special Ad-Hoc Committees: 1. Special Ad-Hoc Committee for a Mission Driven Culture and 2. Special Ad-Hoc Committee for Healthy & Thriving Communities.

Pursuant to the By-Laws of the Housing Authority of the City of Oakland California, Rule 10, "An assignment of Commissioners to Committees shall be made by the Chairperson and ratified by the Commission." The Commissioners were assigned and ratified to the Committees below:

Standing Committee for Finance: Chair Anne Griffith, Commissioner William Mayes and Commissioner Janny Castillo

Standing Committee for Real Estate Development: Chair Anne Griffith, Commissioner Lynette Jung-Lee and Commissioner Janny Castillo

Special Ad-Hoc Committee for a Mission Driven Culture: Chair Anne Griffith, Vice-Chair Gregory Hartwig, and Commissioner Lynette Jung-Lee

Special Ad-Hoc Committee for Healthy & Thriving Communities: Chair Anne Griffith, Vice-Chair Gregory Hartwig, and Commissioner William Mayes

There were no further questions from the Commissioners.

Commissioner Castillo moved to Approve Item 7.6 which was seconded by Commissioner Jung-Lee. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Janny Castillo, Lynette Jung-Lee, Barbara Montgomery, William J Mayes

Nayes - 0: None

Excused - 0: None

Absent - 0: None

7.7 2024 National Night Out

Attachments:

[2024 National Night Out Staff Report](#)
[National Night Out Presentation](#)

Secretary Patricia Wells, Chief of the Oakland Housing Authority Police Department, Alan Love, Family and Community Partnerships Director, Nicole Thompson, and Office of Property Operations Director, Mark Schiferl, presented this item.

Secretary Wells highlighted National Night Out, which took place on August 6, 2024, serving as a time for great collaboration between Oakland Housing Authority's staff and residents at its 29 properties. Chief Love explained that National Night Out is an annual community building campaign that promotes community partnerships and neighborhood comradery with a goal to make neighborhoods safer. It also serves as an opportunity to bring law enforcement and neighbors together under positive circumstances. Ms. Thompson explained that staff participated in 29 events throughout Oakland during National Night Out and that Family & Community Partnerships gave out 253 back packs. Mr. Schiferl continued by highlighting the range of events including smaller site parties, to entire block events. Mr. Schiferl said Oakland Housing Authority's Property Management team coordinated resident events including: BBQs, music, carnival games, and dancing.

Chair Griffith gave appreciation to the entire Oakland Housing Authority for its willingness to create positive community environments in these spaces.

There were no further questions from the Commissioners.

8. Consent Agenda

- 8.1 Adopt a resolution authorizing the Executive Director to write off \$3,617 in Tenant Account Receivables deemed uncollectable for public housing tenants who vacated third party-managed properties during the period between January 1, 2024, and June 30, 2024

Attachments:

[Staff Report- Tenant Account Receivables](#)
[TARS January 2024 - June 2024](#)
[Public Housing Tenant Write-off Resolution](#)
[Resolution #5283](#)

Vice Chair Gregory D Hartwig moved to Approve Item 8.1 which was seconded by Commissioner William J Mayes. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Janny Castillo, Lynette Jung-Lee, Barbara Montgomery, William J Mayes
Nays - 0: None

Excused - 0: None

Absent - 0: None

9. Written Communications Departments' Monthly Report

9.1 Written Communication Departments' Monthly Reports

Attachments:

[01 - Family and Community Partnerships Monthly Report July 2024](#)

[02- Leased Housing Monthly Report July 2024](#)

[03 - Office of Property Operations Monthly Report July 2024](#)

[04- Capital Improvements Department Monthly Report July 2024](#)

[05 - Office of Real Estate Development Monthly Report July 2024](#)

[06 - Asset Management Monthly Report July 2024](#)

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

10.1 NAHRO Award of Merit for "Transformative Holistic Resilience for Independent and Vibrant Elderhood (THRIVE)" to be presented at NAHRO's 2024 National Conference and Exhibition in Orlando, Florida, September 25 - 28, 2024.

Attachments:

[NAHRO Award For Merit](#)

Secretary Wells briefed the Commissioners on the NAHRO Award of Merit for Transformative Holistic Resilience for Independent and Vibrant Elderhood (THRIVE) presented at NAHRO's 2024 National Conference and Exhibition in Orlando, Florida.

10.2 NAHRO August Advocacy Reminder

Attachments:

[August Advocacy Month Flyer](#)

Secretary Wells briefed the Commissioners on NAHRO's August Advocacy Month.

10.3 August Advocacy Month - Raffle Winners

Attachments:

[Raffle Winners for August Advocacy Week](#)

Secretary Wells briefed the Commissioners on the raffle winners for August Advocacy Month.

10.4 Palo Vista Gardens End of Summer BBQ with Oakland Housing Authority Police Department - August 14, 2024

Attachments:

[Palo Vista Gardens End Of Summer BBQ](#)

Secretary Wells briefed the Commissioners on Palo Vista Gardens End of Summer BBQ with the Oakland Housing Authority Police Department.

10.5 Adel Court Event - August 16, 2024

Attachments:

[Adel Court Event](#)

Secretary Wells briefed the Commissioners on the Adel Court event held August 16, 2024.

10.6 FCP College Student Highlights

Attachments:

[FCP College Student Highlights](#)

Family & Community Partnerships (FCP) Director, Nicole Thompson briefed the Commissioners of highlights from FCP college student that received scholarships to attend college.

10.7 Analysis to Impediments to Fair Housing meeting on September 11

Attachments:

[Analysis to Impediments to Fair Housing Meeting September 11](#)

Secretary Wells briefed the Commissioners on the impediments to Fair Housing meeting occurring on September 11, 2024.

11. Reports of Commission Committees

No reports of Commission Committees

12. Announcements by Commissioners

No Announcement by Commissioners

13. Adjournment to Closed Session

Adjourned to Closed Session at 7:53PM.

Commissioner Castillo moved to Approve Adjournment to a Closed Session which was seconded by Commissioner Jung-Lee. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Janny Castillo, Lynette Jung-Lee, Barbara

Montgomery, William J Mayes

Nayes - 0: None

Excused - 0: None

Absent - 0: None

14. Closed Session

14.1 Conference with Legal Counsel-Anticipated Litigation: Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code Section 54956.9:

One potential case.

14.2 Conference with Real Property Negotiations (Government Code § 54956.8)

Property: Foothill Family Apartments located at 6886, 6920, 6932, 6946, 6968, 6976, and 6982 Foothill Boulevard, 7011 and 7015 MacArthur Boulevard, and 2811 and 2812 69th Avenue in Oakland, California, Assessor's Parcel Numbers 039-3298-013, 039-3291-017, 039-3291-003.

Agency Negotiation: Patricia Wells, Executive Director; Tom Deloye, Chief Officer of Real Estate Development; Jhaila Brown, General Counsel; Ben Funk, General Counsel

Negotiating Parties: Housing Authority of the City of Oakland

Under Negotiation: Price and terms of payment.

15. Adjournment of Closed Session/ Adjournment

Vice Chair Gregory D Hartwig moved to Approve Adjournment which was seconded by Commissioner William J Mayes. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Janny Castillo, Lynette Jung-Lee, Barbara Montgomery, William J Mayes

Nayes - 0: None

Excused - 0: None

Absent - 0: None

DocuSigned by:

Anne Griffith

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Anne Griffith, Chair of the Board

DocuSigned by:

Patricia Wells

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Patricia Wells, Executive Director/CEO