



Board of Commissioners

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

Executive Director

Patricia Wells

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

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

Regular Meeting

Monday, April 22, 2024 at 6:00 PM



Oakland Housing
Authority

AGENDA
Regular Meeting
April 22, 2024, 6:00 PM

Zoom Information

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

Join Zoom Meeting Online:

Meeting ID (access code): Meeting Password:
Closed Caption – provided through the link.

To participate by Telephone:
Meeting ID (access code): Meeting Password:

1. Pledge of Allegiance

2. Roll Call

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

3. Approval of Minutes

3.1 24-1203 Approval of Minutes

Attachment(s)

[Board of Commissioners Draft March 18 2024 Minutes \(005\).pdf](#)

4. Recognition of people wishing to address the Commission

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

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

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

5. Old or Unfinished Business

6. Modifications to the Agenda

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

7. New Business

- 7.1 [24-1108](#) Presentation of the unaudited Financial Status Report for the six-months ending December 31, 2023.

Attachment(s)

[2nd Quarter FY-2024 Financial Presentation](#)

- 7.2 [24-1192](#) Adopt a resolution authorizing the Executive Director to enter into one (1) year contract with Macias Gini & O'Connell, LLP in the amount of \$307,516, for a period not to exceed April 30, 2025, for financial auditing services.

Attachment(s)

[BOC MGO Resolution](#)

- 7.3 [24-1142](#) Adopt a resolution authorizing the Executive Director to approve a twenty (20) year extension of a Housing Assistance Payment (HAP) contract with Fox Courts L.P., in the approximate amount of \$758,400, with a total contract amount of approximately \$15,168,000, authorized by the Housing Opportunity Through Modernization Act of 2016 (HOTMA).

Attachment(s)

[Resolution #3679 December 3, 2004](#)
[Fox Courts HAP Extension Request Revised](#)
[Fox Courts - BOC Resolution](#)

- 7.4 24-1196 Adopt a resolution authorizing the Executive Director to execute documents to allow for the resyndication, rehabilitation and RAD conversion of Lion Creek Crossings Phase I and II

Attachment(s)

[Resolution No. 5210](#)
[Resolution No. 5229](#)
[Resolution No. 5231](#)
[Resolution No. 5237](#)
[Lions Creek Crossing Resolution](#)

- 7.5 24-1164 Adopt a resolution authorizing the Executive Director to execute a one-year contract, with four (4) option terms with Nan McKay & Associates Inspections, LLC (NMAI, LLC) to perform inspection services, in an amount not to exceed \$2,500,000.

Attachment(s)

[23-025 CCGS Review Memorandum](#)
[HQS Inspire Resolution](#)

- 7.6 24-1204 Authorizing the Executive Director to execute a Memorandum of Understanding with The Regents of the University of California ("The Regents"), to establish a partnership to assist residents in Public Housing to voluntarily adopt a smoke-free home and to provide Housing Authority staff with the training to provide referrals and support residents.

Attachment(s)

[Healthy Home Presentation](#)
[BOC Healthy Homes Resolution](#)

- 7.7 24-1199 Adopt a resolution authorizing the Executive Director to amend the existing contract with CVR Associates (CVR) by rolling over and redistributing unspent budget authority from the initial three-year contract period to the 2 one-year optional extension terms (July 21, 2024, to July 20, 2025; and July 21, 2025, to July 20, 2026) from \$400,000 to a not to exceed amount of \$900,000 for each term.

Attachment(s)

[CVR Resolution Number 5134](#)
[CVR Contract Amendment Resolution](#)

8. Consent Agenda

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

Consent Agenda is adopted in one motion.

- 8.1 24-1198 Adopt a resolution authorizing the Executive Director to purchase commercial automobile insurance from the HAI Group, and to make payment of the annual premiums in the amount not to exceed \$700,000 for the renewal period of May 1, 2024, to April 30, 2025.

Attachment(s)

[Auto Renewal Insurance Resolution thru April 30, 2025](#)

- 8.2 24-1186 Adopt a resolution authorizing the Executive Director to apply a retroactive Cost of Living Adjustment (COLA) to all Alameda Building and Trades Council (BTC) positions effective July 1, 2022, and July 1, 2023, to issue a cost of living increases effective July 1 2024, and to apply a wage equity adjustment for Electricians and Plumbers.

Attachment(s)

[Cost of Living Adjustment Resolution BTC](#)

- 8.3 24-1178 Adopt a resolution adopting the the 2024 Administrative Plan for the housing choice voucher program.

Attachment(s)

[Administrative ACOP Public Hearing Presentation March 18 2024](#)

[Attachment 1 - Administrative Plan Revisions](#)

[Adoption of Admin Plan Changes Resolution](#)

- 8.4 24-1202 Adopt a resolution adopting the the 2024 Admissions and Continued Occupancy Policy for the housing choice voucher program.

Attachment(s)

[Administrative ACOP Public Hearing Presentation March 18 2024](#)

[Att. 2 ACOP Revisions](#)

[Adoption of ACOP Changes Resolution](#)

9. Written Communications Departments' Monthly Report

- 9.1 24-1193 Written Communications Department Monthly Reports

Attachment(s)

[01 - Family and Community Partnership March 2024 Report](#)

[02 - Leased Housing Management Report March 2024](#)

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

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

[06 - Asset Management Report March 2024](#)

[04 Capital Improvements.docx](#)

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

- 10.1 24-1200 March 13, 2024, visit from Richard J. Monocchio, Principal Deputy Assistant Secretary (PDAS) of the Office of Public and Indian Housing

(PIH) of the U.S. Department of Housing and Urban Development
(HUD)

Attachment(s)

[3.13.24 PDAS Visit Visual Presentation](#)

- 10.2 [24-1177](#) Informational memorandum establishing a payment standard for all voucher programs effective February 1, 2024.

11. Reports of Commission Committees

12. Announcements by Commissioners

13. Adjournment to Closed Session

14. Closed Session