

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

**[Most meetings are recorded.
A copy of the recorded meetings can be made available
by contacting the Executive Office at 510-874-1517]**

Monday, January 25, 2021

Regular Meeting

NOTE: In accordance with Governor Newsom's issued Executive Order N-29-20, dated March 17, 2020, Suspending Brown Act Requirements for public meetings due to Coronavirus (COVID-19), a local legislative body is authorized to hold public meetings via teleconferencing and make public meetings accessible "telephonically or electronically" to all members of the public seeking to observe and to address the legislative body.

The Oakland Housing Authority Board of Commissioners convened a Special Meeting at 1619 Harrison Street, Oakland, California in accordance with the March 17, 2020 Alameda County Shelter in Place Order which limited public gatherings and required social distancing. Attendees in the meeting room were limited to seven (7) persons. The meeting was held through the Zoom software platform online and via teleconference, providing access to the public and enabling submission of public comment by phone and/or by email.

Chair Gregory Hartwig presided and called the meeting to order at 6:01 p.m.

I. Pledge of Allegiance

II. Roll Call

Chair Hartwig attended in person.

Vice-Chair Griffith, Mark Tortorich, Barbara Montgomery, Bettye Lou Wright, and Janny Castillo attended via Zoom teleconference.

Commissioner Lynette Jung-Lee was excused for the meeting.

III. Approval of Minutes

Approval of Minutes of the Special Meeting of December 07, 2020.

Commissioner Wright moved to approve the minutes; Commissioner Castillo seconded the motion. The vote carried unanimously. Commissioner Castillo rescinded her vote to second the motion of approval, as she did not attend the December 07 board meeting. Chair Hartwig stated that Commissioner Castillo would be noted as abstaining from her vote. The meeting proceeded with no record

of a board member to second the motion.

IV. Recognition of people wishing to address the Commission

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

V. Old or Unfinished Business

None

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 or a need arose after agenda posting.)

None

VII. New Business

- A. Authorization for the Executive Director to write off \$10,470.74 in Tenant Account Receivables incurred by the OHA-managed public housing portfolio and deemed to be uncollectible for the period of July 1, 2020 – December 31, 2020.

Secretary Wells introduced the item and Mark Schiferl Director of Property Management stated that the request to write off the tenant receivables for Lockwood Gardens and Peralta Village properties, Mr. Schiferl detailed that the move-out reasons were for deceased residents, resident transfers, and voluntary move-outs.

Commissioner Griffith asked how this compares to other years during the same time-period. Mr. Schiferl stated the amounts during the same time-period are lower compared to the past. Commissioner Griffith asked for future anticipation what we are looking at for the differences. Mr. Schiferl stated that there is only one eviction in the write-offs, which is pre-COVID; however, other move-out reasons are due to transfer programs.

Commissioner Griffith moved the item; Commissioner Wright seconded the motion. The item passed unanimously.

- B. Authorization for the Executive Director to write off \$439.00 in Tenant Account Receivables incurred by the contract-managed public housing portfolio and deemed to be uncollectible for the period of July 1, 2020 – December 31, 2020.

Secretary Wells introduced the item and Anna Kaydanovskaya, Director of Asset Management stated that there are four-property sites management by a third party, John Stewart Management Company. During the period of July

1, 2020 to December 31, 2020, there were five vacates with a balance of \$439.00 due to an unfortunate event that the sole member of the family passed away and the Authority seeks the boards consideration to write-off the balance owed.

There were no further questions from the board. Commissioner Castillo moved to approve; Commissioner Tortorich seconded the motion. The item passed unanimously.

- C. Authorization for the Executive Director to Execute a Continuing Project Operations and Exclusive Negotiating Agreement with the Administrative and Managing General Partners of Oakland Coliseum Housing Partners, L.P. the Limited Partnership that owns and operates Lion Creek Crossing Phase I (LCC I).

Secretary Wells introduced the item and stated that the item comes as an amendment to an item previously approved in October 2020 in light of engagement with the OHA team and our partners at Lion Creek Crossing.

Bridget Galka, Interim Director of Real Estate Development explained that this action was needed to address the concerns of our partners, EBALDC and Related and to assure them that we are committed to the best ownership of the project for the long term. Ms. Galka gave a background of the action taken in October 2020 detailing that Lion Creek Crossing Phase I (LLC I) is a project owned by Oakland Coliseum Housing Partners, L.P. with an investor (Boston Financial) who owns 99.99% of Oakland coliseum Housing Partners, L.P. The investor received tax credits as planned after 15 years and no longer wants to own the project so the partners (Related, OHA, and EBALDC) have an interest in allowing the investor to exit the partnership.

The Oakland Housing Authority Board authorized the acquisition of the Investor's 99.99% interest and the execution of a continuing operating agreement with Related and EBALDC to save the continued cost of exit taxes and in anticipation of restructuring. The new partnership structure is to replace the Investor with OHA Development LCC who will own 99.99% of the project. Additionally, OHA, Related and EBALDC will agree to continue operating LCC I.

EBALDC and Related requested an exclusive negotiating agreement within the continued operating agreement so that if OHA Development LLC considers purchasing the general partner interest at some point, it would trigger an exclusive negotiating period and EBALDC and Related would have the opportunity to negotiate a role if/when the property is restructured and a new ownership entity is formed.

Commissioner Castillo asked if there is an exchange of money involved with this request. Ms. Galka stated that we are paying for the investor's interest, which is debt plus exit taxes, which is \$1.3 million. The investor agreed to reduce the purchase price and accept \$1 million. In October, the Board agreed to sign the purchase price of \$1 million and the change of the October

period is the second part with its changes to the continued operating agreement.

Commissioner Griffith moved to approve; Commissioner Montgomery seconded the motion. The item passed unanimously.

D. Presentation of Quarterly Financial Status Report for the period of July 1, 2020 through December 31, 2020.

Secretary Wells introduced the item stating that this item is a quarterly update based on the multi-year strategic goals. Victor Madamba, Director of Finance presented the quarterly financial reports beginning with the sources of funds from operations, which is the OHA revenue. Mr. Madamba stated that revenues for tenant income was under budget due to lower rents and vacancies; however, additional revenues are on target as planned.

Mr. Madamba detailed the uses of funds from operations administrative expenses were lower due to staffing vacancies. Generally, all other operating expenses were lower due to vacant positions and only offering essential services during the pandemic. The agency finished with operation results with a surplus of \$12.8 million.

Non-Operating Items were related to CalPERS and other benefits, which was based on plan for the second quarter. The capital outlay was itemized by rehab activities, development activities, and 1619 Harrison renovation.

Commissioner Tortorich asked if Harrison renovation trending to budget. Mr. Madamba stated that the 1619 Harrison renovation started two years ago and used OHA funds to complete renovations. In 2020, the Agency drew HUD held reserves to receive reimbursement for total costs of the Harrison renovation.

There were no further questions from the board.

VIII. Written Communications.

Department's Monthly Report.

Executive Director Wells provided a brief summary on of the Agency's updates for November and December. November's report had updates that shows the impact of the pandemic and the ability for lower participation on programs. In December, our staff focused more on community engagement and reached out to families and toys were distributed to over 300 children. Additionally, the seniors were provided food during the Holiday season. These endeavors will continue in order to assist our residents by providing a stronger engagement so that families know what resources are out there to face challenges that they may encounter. The December report demonstrates updates on our partnership with Imperial Towers and Home Key who coming out of the hotel system and landing in the supportive housing system.

Commissioner Castillo asked how the pandemic affected the search for people

with vouchers. Director of Leased Housing, Michelle Hasan stated that it has been a good time for applicant families in terms of finding housing. We have seen an increase in transfer vouchers, which allows families to move from one location to another location where we may not have had vouchers before. Furthermore, there is a program launched to assist with security deposits and assistance navigating any difficulties that they may encounter.

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

Executive Director noted the following:

- Monthly update on the Housing Authority COVID expenditures and COVID actions taken during day-to-day activities.
- Commission Meeting Schedule for Calendar Year 2021
- Our partners who manage our Campbell Village community opened the waitlist for 5 days and they received 5,545 applications for the property.

X. Reports of Commission Committees

There were no reports of commission committees.

XI. Announcements by Commissioners

Commissioner Wright stated that during Thanksgiving and Christmas there were 742 dinners provided to the less fortunate. Additionally, Commissioner Wright stated OHA was not named but she with some OHA maintenance staff (Who did not want to be named) helped with meals and deliver food.

XII. Adjournment to Closed Session

Commissioner Montgomery motioned to adjourn and Commissioner Wright seconded the motion. The meeting adjourned at 6:51 pm

Closed Session commenced at 6:56pm. Commissioner Wright moved to go back into open session; Vice-Chair Griffith seconded. There was unanimous approval. It was noted that no action was taken from the closed session.

The meeting adjourned at 7:40 pm.

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



Gregory D. Hartwig, Chair of the Commission



Patricia Wells, Secretary/Executive Director