

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

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by contacting the Executive Office at 510-874-1512]**

Monday, August 26, 2013

REGULAR MEETING

The Oakland Housing Authority Board of Commissioners convened a Regular Meeting in the Board of Commissioners Room, first floor, at 1619 Harrison Street, Oakland, California on the above date. Chair Gregory D. Hartwig presided and called the meeting to order at 6:12 p.m.

I. Pledge of Allegiance

II. Roll Call

Chair Gregory Hartwig, Vice-Chair Marlene Hurd, Janny Castillo, Moses L. Mayne, Jr., Barbara Montgomery, Adhi Nagraj, Tanya Pitts.

III. Approval of Minutes:

Approval of Minutes of the Regular Meeting of July 22, 2013.

Commissioner Pitts made the motion for approval, seconded by Commissioner Mayne; and the board voted unanimously.

IV. Old or Unfinished Business:

None

V. Modifications to the agenda

- a. (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.

There were no changes made to the agenda.

VI. New Business

Note: Minutes signed with “draft” on Page 5 is original document.

- A. Special Recognition for Commissioner Adhi Nagraj for his service on the Authority Board of Commissioners.

Executive Director Johnson introduced the item to provide special recognition to Commissioner Nagraj for his service to the Commission and for Chairing the Development Policy Committee providing an outstanding written policy for the agency.

Chair Hartwig awarded Commissioner Nagraj with an Appreciation of Service Plaque.

Commissioner Nagraj has been appointed to the City of Oakland Planning Committee.

- B. Consideration of a resolution authorizing the Executive Director to execute a contract with Fennie+Mehl Architects in the amount of \$289,681 plus reimbursable expenses for design services for Tenant Improvements for 1540 Webster Street.

Executive Director Johnson provided the briefing on the item and introduced Deputy Executive Director, Janet Rice, who provided further information.

Commissioner Mayne moved the item for approval, Commissioner Castillo seconded the motion; and the board voted its unanimous approval.

- C. Consideration of a resolution authorizing the Executive Director to execute a 2-year contract with Yardi, Inc. in the amount not-to-exceed of \$970,570 in the first year with two 1-year options to renew for the purpose of implementing an integrated Property Management, Section 8 Housing & Financial Management Software System and provide implementation services.

Executive Director Johnson introduced the item and introduced Deputy Executive Director, Janet Rice and Director of Information Technology, Craig McBurney, who provided further information.

Jay McKinney, Yardi's National Account Executive attended the meeting. Yardi, Inc. is headquartered in Santa Barbara, California.

The Authority anticipates going live by July 1, 2015, with parallel testing of the system beginning January 2015. Ongoing costs will be assessed and further reporting will be brought to the Commission after the finance department is able to implement their research of the system.

After extensive discussion and questions taken from the Commission, Commissioner Mayne moved the item; Commissioner Pitts seconded the motion; and the board voted unanimously.

- D. Consideration of a resolution approving and adopting the Oakland Housing Authority Board of Commissioners Standards of Conduct Policy.

Executive Director Johnson introduced the item and provided the briefing and overview of the need for an OHA policy. Legal Counsel, Jennifer Bell, reviewed each section of the draft policy and the Commissioners provided guidance and input.

Commissioner Mayne requested holding the vote on the policy at this time and suggested it may be beneficial for counsel to review the NAHRO standards policy to assist in refining the commissioners' policy. The Chair suggested that the Commissioners forward questions on particular items within the policy to counsel, and it can then return to the full Board for further consideration under Old Business.

The item was tabled to the September Board of Commissioners meeting to provide time for input and a redraft of the policy.

- E. 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.

The Consent Agenda moved for approval by Commissioner Mayne, seconded by Commissioner Pitts; and the board voted it unanimous approval.

1. Consideration of a resolution authorizing the Executive Director to issue a purchase order to the United States Postal Service in the amount of \$120,000.
2. Consideration of a resolution authorizing the Executive Director to amend contract CL-13-08-202RFP with Edrington, Schirmer and Murphy, LLP, for Unlawful Detainer services, increasing the not-to-exceed amount by \$10,290 to a new four-year not-to-exceed amount of \$350,290.

F. Recognition of people wishing to address the Commission.

Ernest Moseley addressed the Commission on a Section 8 related matter. Executive Director Johnson requested Leased Housing Director, Michelle Hasan, to speak with Mr. Moseley regarding his concerns.

VII. Written Communications.

Executive Director Johnson reviewed the Written Materials included in the Board packet along with the monthly report.

VIII. Executive Director's Report.

Executive Director Johnson noted several items including the following:

Youth Bike Run event in August with OHAPD;

11th & Jackson Development Community Design Input Meeting, Oakland Asian Cultural Center, September 12, 5:30 pm to 8:00 pm;

Thanked all OHA staff who participated in the National Night Out events on the properties;

Back to School Block party and Backpack Giveaway at Cole Elementary, held on August 16; thanked OHAPD, Family & Community Partnership staff, and Artesia Dupree for their participation;

Executive Director Johnson showed a "ReThink Housing" video, regarding a youth education initiatives.

IX. Reports of Commission Committees.

None.

X. Announcements by Commissioners.

Commissioner Castillo stated that she attended the VASH Training Program and expressed her appreciation to Director Michelle Hasan and staff who participated.

Commissioner Castillo addressed the issue of an applicant for the Madison Park Apartments who was unable to apply because of not having a social security number. The Commissioner asked to please inform EBALDC about the issue.

Barbara Montgomery thanked the OHAPD for hosting the recent RAB event and making a presentation on the Cadet Program and providing a tour of the OHAPD

Commissioner Hurd announced the Consumer Affairs Event, Identity Theft Education, free education workshop to be held on September 14, 11:00 am to 4:00 pm, Board of Commissioners Room, 1619 Harrison Street.

XI. Adjournment

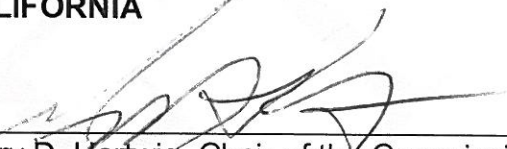
Commissioner Nagraj moved to adjourn the meeting; Commissioner Pitts seconded the motion; and the board voted unanimously. The meeting adjourned at 7:59 p.m.

HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA

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



Eric Johnson, Secretary



Gregory D. Hartwig, Chair of the Commission