



**MINUTES OF THE REGULAR MEETING  
BOARD OF DIRECTORS OF THE  
OAKLAND AFFORDABLE HOUSING  
PRESERVATION INITIATIVES, INC.**

**Thursday, March 11, 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.*

Director, Patricia Wells called the meeting to order at 12:03 p.m. President, Anne Griffith rolled the agenda and Director Wells responded as Acting Secretary until the completion of Item A – New Business.

I. Roll Call

Present were all three (3) Directors – Anne Griffith, Mark Tortorich, and Patricia Wells.

II. Approval of Minutes for the Special Meeting of February 09, 2021

On approval of the minutes moved by Director Tortorich, seconded by Director Wells. The motion carried by the following vote.

**Ayes 3 – Griffith, Tortorich, Wells**

III. Recognition of people wishing to address the Directors

There were no persons wishing to address the Directors.

IV. Old or Unfinished Business

There were no old or unfinished business items.

V. Modifications to the Agenda

There were no modifications to the Agenda.

VI. New Business

- A. Designation of Kris Warren, Acting COO for the Position of Acting Secretary.

The item was introduced by Director Wells to designate and appoint Kris Warren, current Acting Chief Operating Officer (COO) to the position of Acting Secretary for future OAHPI Board meetings. The Articles of Incorporation and Bylaws require that the Board of Directors appoint an officer for secretary. In 2019, COO Andres Manriquez was appointed as secretary for the OAHPI board but is currently unable to fulfill the role of secretary due to his leave of absence. During the absence of Mr. Manriquez, Kris Warren, consultant with CVR Associates, is currently fulfilling the role of Acting COO and it is therefore recommended that Ms. Warren be placed as Acting Secretary for the OAHPI Board meetings.

On approval of Item A moved by Director Tortorich, seconded by Director Wells. The motion carried by the following vote.

**Ayes 3 – Griffith, Tortorich, Wells**

- B. Consideration of a resolution authorizing OAHPI to collaborate with Oakland Housing Initiatives (OHI) on a feasibility study of redevelopment options for Foothill Family Apartments and OAHPI sites in the vicinity.

Ms. Warren introduced the item and provided a brief background on the OHI board's recent approved contract with Helen Dunlap Consultants (HDC) to conduct a feasibility study of various rehab and redevelopment scenarios controlled by OHA, CAHI, OAHPI and additional owners.

Ms. Helen Dunlap provided further details stating the non-profit foundation, OHI, is a general partner of OHA and Limited Partner to the Foothill Family Apartments. OHI and OHA are looking into the possible options for reinvestment and redevelopment of the property. The feasibility study will consider the inclusion of OAHPI and CAHI properties within the area that also need improvement. The feasibility study will determine the possible options for the property, including re-zoning, building improvements, a complete redevelopment and community building.

Director Wells added that the Agency has invested heavily in various Oakland communities; however, East Oakland has not received the investment it deserves, and there are opportunities to leverage partnerships and improve areas in East Oakland Communities. There were no further questions from the board.

On approval of Item B moved by Director Wells, seconded by Director Griffith. The motion carried by the following vote.

**Ayes 3 – Griffith, Tortorich, Wells**

- C. Authorization for the Executive Director to execute a Memorandum of Understanding with Alameda County Health Care Services Agency, and other entities as necessary, to participate in and provide housing assistance to formerly homeless families as part of the Building Bridges – JPAL research partnership, sponsored by the Jameel Abdul Latif Poverty Action Lab (JPAL) at the Massachusetts Institute of Technology (MIT).

Director Henderson reported that the item is for an approval of a MOU with Alameda County to participate in a randomized controlled trial to study the impact of different service delivery models on the short and medium outcomes for formerly homeless families. The County will agree to complete extensive data collection, while the Authority will collect data on participants. The behavior health care services of the county will refer 100 households to the Authority. The Leased Housing Department will conduct the eligibility screening and OAHPI will house the families. All families will be informed to participate in the study and approve their involvement with the project. The project is expected to start September 2021.

Tortorich asked if there are any impacts to staff with this project. Director Henderson stated that staff would not see much of a difference in the program process as the method used for JPAL applicant referrals will be similar to the process currently in place with our Leased Housing Department and the OAHPI team.

On approval of Item C moved by Director Tortorich, seconded by Director Wells. The motion carried by the following vote.

**Ayes 3 – Griffith, Tortorich, Wells**

- D. Consent Agenda:  
*Items on the Consent Agenda are considered routine and do not require separate discussion. If a Director 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 Directors without removal from the Consent Agenda. The Consent Agenda is adopted in one motion.*

1. Authorization for RAMP Housing, Inc. to make technical amendments to its Articles of Incorporation to confirm that

RAMP Housing, Inc. is a supporting organization of the Oakland Housing Authority.

2. Authorization to execute a two-year contract with three one-year option terms with West Coast Arborists, Inc. (WCA) for tree trimming services at OAHPI properties, in an amount not to exceed \$100,000 for the initial term and \$50,000 for each option term.
3. Authorization to execute a one-year contract with Pure Facilities Solutions for monthly pressure-washing of common areas and trash enclosures at OAHPI properties, in an amount not to exceed \$345,360 for the contract term.
4. Ratification of a Contract with ADL Construction to Rehabilitate Fire Damaged Units Located at 1733 92<sup>nd</sup> Avenue, Oakland.
5. Ratification of a Contract with ADL Construction to Rehabilitate Fire Damaged Units Located at 1900 East 24<sup>th</sup> Street, Oakland.
6. Ratification of a Contract with ADL Construction to Rehabilitate Fire Damaged Units Located at 2353 East 24<sup>th</sup> Street, Oakland.

On approval of Item C moved by Director Wells, seconded by Director Griffith. The motion carried by the following vote.

**Ayes 3 – Griffith, Tortorich, Wells**

- E. Staff Briefing on Outreach Efforts to Ensure Access for Minority Owned Businesses during Procurement Opportunities.

The Contracts Compliance and General Services Manager, Daniel Mermelstein, provided an overview of the outreach efforts for the vacant unit rehabilitation procurement. The Contracts Compliance and General Services (CCGS) Department notified 490 vendors from the Housing Agency Marketplace bidding system (an external database) as well as 698 vendors through Infolane (an internal database). Additionally, an e-mail was sent to 26 Bay Area Contractors directly to increase competition and vendor outreach.

Director Griffith asked if this is standard procedures used for outreach and were the results standard. Daniel stated that it is standard procedures but not standard results.



Director Tortorich asked what are the goals for diversity, when contracting and sub-contracting for the year, Director Wells stated that currently there are no goals; however, it will be added for discussion at the next meeting.

There were no further questions from the board.

F. Staff Briefing on Ney Avenue Corridor.

Director of Property Management, Mark Schiferl provided an update on Ney Avenue Corridor stating that Chief Duplessis and the OHAPD conducted a CPTED (Crime Prevention Through Environmental Design) study to make recommendations for enhancements for crime prevention. As a result of the report, lighting was changed at the Ney Ave. properties with LED lighting and cameras were installed at the exterior of the properties. Additionally, vehicle gates, electric gates, and pedestrian gates will be added to limit access to the property. Furthermore, a change in location to the trash areas will be implemented as well as a refresh to the common areas. To further enhance the corridor, OHAPD and Property Management teams conducted a property clean up team to improve the area.

There were no further questions from the board.

G. Staff Briefing on Harrison Tower Project Update.

Interim Assistant Director, Deni Adaniya provided an update on two significant developments in 2020 and the implications of the developments. Ms. Adaniya discussed information provided by Saida & Sullivan and Miyamoto International about a PML study that was completed for Harrison Tower that identified seismic challenges that need to be addressed as a part of the Harrison Tower rehabilitation project. Second Deni discussed funding constraints and challenges associated with the California Debt Limit Allocation Committee the state agency that awards financing for affordable housing rehabilitation and new construction. In the past CDLAC funding has been relatively easy to obtain but now there is a large pool of applications and as a result CDLAC has instituted a new competitive allocation methodology that prioritizes new construction. Due to the new competitive process it is difficult to predict when/if Harrison Tower will secure bond and tax credit financing.

The team evaluated two scenarios. One is to complete all of the rehab work at the same time and the second is to complete the work in two phases. The first phase would consist of a portion of the seismic work related to strengthening the building. The second phase would include

the remaining seismic scope including the foundation work and tower improvements as well as replacement of all building systems and rehabilitation of the unit interiors utilizing bonds and tax credit equity.

There were no further questions from the board.

H. Portfolio Performance.

Director of Property Management, Mark Schiferl presented on the portfolio performance highlighting the performance report for the month ending of January 2021. Trends on the occupancy of units available for leasing were three bedroom units. Mr. Schiferl stated that at the next board meeting, a breakdown of rent collection trends will be provided for 12-months on tenant account receivables. Mr. Schiferl concluded his report by sharing that the conservation resource team conducted assessments on trash and recycling for property sites in order to implement green environmental solutions.

Director Wells stated that strategic work is being completed to ensure adequate staffing and supports to encourage enhanced community engagement when the Authority re-opens.

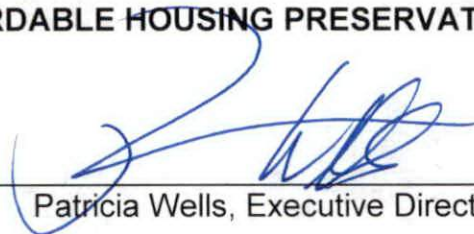
There were no further questions from the board.

VII. Adjournment

On approval to adjourn moved by Director Tortorich, seconded by Director Wells, the meeting adjourned at 1:17 p.m. by the following vote.

**Ayes 3 – Griffith, Tortorich, Wells**

**OAKLAND AFFORDABLE HOUSING PRESERVATION INITIATIVES, INC.**



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Patricia Wells, Executive Director