



Board of Directors

LYNETTE JUNG-LEE
PATRICIA WELLS
JENNY CASTILLO

Executive Director

Patricia Wells

In accordance with Article IV, Section 4.11 and 4.12, of the Tassafaronga Housing Corporation Bylaws, NOTICE IS HEREBY GIVEN that the **Regular Meeting (Affiliate Meeting)** of the Tassafaronga Board of Directors has been called. The meeting will be held as follows:

**TASSAFARONGA HOUSING
CORPORATION**

Regular Meeting (Affiliate Meeting)

Tuesday, June 4, 2024 at 5:30 PM



AGENDA
Regular Meeting (Affiliate Meeting)
June 4, 2024, 5:30 PM

Zoom Information

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

Join Zoom Meeting Online:

<https://oakha-org.zoom.us/j/82650514129?pwd=ZgXxD74OWR2mGBpp0JL59WZ7UM80KK.1>

Meeting ID (access code): 826 5051 4129 Meeting Password: 481393

Closed Caption – provided through the link.

To participate by Telephone: 877 853 5257 US Toll-free

Meeting ID (access code): 826 5051 4129 Meeting Password: 481393

1. Roll Call

(AB 2449 Compliance) The Chair/Clerk of the Board will confirm that there are three (3) Directors in the same, properly noticed meeting room within the jurisdiction of the City of Oakland, accessible to the public. Each Director 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 Directors for the emergency circumstance to be used as a justification to participate remotely. All Directors meeting remotely must provide a general description of the circumstances relating to need to appear remotely at the given meeting. A Director must a/so publicly disclose at the meeting prior to any action whether any 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.

2. Approval of the Minutes

2.1 24-1168 Approval of minutes from the meeting held on January 11, 2024

Attachment(s)

[THC Minutes January 11, 2024](#)

3. 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.

4. Recognition of people wishing to address the Board

If you need special assistance to participate in the meetings of the Tassafaronga Housing Corporation Board of Directors, please contact (510) 874-1510 (TDD: 800-618-4781). Notification 48 hours prior to the meeting will enable Tassafaronga Housing Corporation Board of Directors 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. New Business

- 5.1 24-1169 Adopt a resolution accepting the Fiscal Year 2023 Audited Financial Statements for Tassafaronga Partners, L.P., and Tassafaronga Partners II, L.P

Attachment(s)

[Tassafaronga Village 2023 Audited Financial Statements - Staff Report](#)
[Tassafaronga Partners, L.P. Audited Financial Statements](#)
[Tassafaronga Partners II, L.P. Audited Financial Statements](#)
[Tassafaronga Village 2023 Audited Financial Statements - Resolution 106](#)

- 5.2 24-1170 Adopt a resolution accepting the Fiscal Year 2023 Reviewed Financial Statements for Tassafaronga Housing Corporation.

Attachment(s)

[THC 2023 Reviewed Financial Statements - Staff Report](#)
[THC Reviewed Financial Statements](#)
[THC 2023 Reviewed Financial Statements - Resolution 107](#)

- 5.3 24-1174 Adopt a resolution authorizing the Chief Executive Officer to execute documents for withdrawal of the investor limited partner for each of Tassafaronga Partners, L.P., and Tassafaronga Partners II, L.P.

Attachment(s)

[Tassararonga Partners LP Buyout Authorization - Staff Report](#)
[Tassafaronga Partners LP Buyout Authorization - Resolution 108](#)

- 5.4 24-1242 Adopt a resolution authorizing the Chief Executive Officer to sign a Memorandum of Understanding between Tassafaronga Housing Corporation and Sutter Bay Hospitals dba East Bay Advanced Care (EBAC) to provide supportive services to very-low and low-income disabled persons, including persons with HIV or AIDS for a three (3) year term, with an option to renew annually thereafter upon mutual written agreement, in exchange for use of office space by EBAC at

1001 83rd Avenue, Oakland, California

Attachment(s)

[THC and EBAC MOU - Staff Report](#)
[THC and EBAC Memorandum of Understanding](#)
[THC and EBAC - Use of Space Agreement](#)
[EBAC Presentation](#)
[THC and EBAC MOU - Resolution 109](#)

- 5.5 24-1272 Adopt a resolution authorizing an approval of the write-offs for former tenants in the amount of \$92,413 in Tenant Accounts Receivable deemed uncollectable at Tassafaronga Village Phase I

Attachment(s)

[THC Write Off - Staff Report](#)
[THC Write Off - Attachment](#)
[THC Write Off - Resolution 110](#)

6. Reports

- 6.1 24-1172 Project Access 2023 Annual Report

Attachment(s)

[Project Access 2023 Annual Report - Memorandum](#)
[Project Access 2023 Annual Report](#)

- 6.2 24-1173 Customer Satisfaction Survey Results Overview

Attachment(s)

[Customer Service Satisfaction Survey Results](#)

- 6.3 24-1175 Tassafaronga Village Property Management Report

Attachment(s)

[Property Management Report - Memorandum](#)
[Tassafaronga Village Phase I Property Management Report](#)
[Tassafaronga Village Phase I Financial Statements](#)
[Tassafaronga Village Phase II Property Management Report](#)
[Tassafaronga Village Phase II Financial Statements](#)

- 6.4 24-1176 Tassafaronga Village Financial Report

Attachment(s)

[Tassafaronga Village Quarterly Financial Report](#)

7. Announcements

- 7.1 24-1250 Calendar of Upcoming Events

Attachment(s)

[Tassafaronga Village Upcoming Events 2024](#)

8. Adjournment