

Housing and Community Development Department Measure A1 Oversight Committee

DATE 10/22/2020

TIME 9:30 A.M.

Chair: Ndidi Okwelogu

Vice-Chair: Gloria Bruce

Committee Members:

Gloria Bruce, Randi DeHollander, Jeffrey Dixon, Brian Dolan , Lynda Foster, Daniel Gregg, Daphine Lamb-Perrilliat, Ndidi Okwelogu, Debbie Potter, Kendra Roberts, Mimi Rohr, Rose Works

Members of the Public: __ attendees

Location: Held via teleconference

Summary/Action Minutes

I. I. Call to Order and Roll Call of Committee Members – Ndidi Okwelogu, Chairperson

Meeting began at 9:31 a.m.

- Chairperson Okwelogu called the meeting to order at 9:31 a.m. and requested Mr. Fuller call the roll.
Of the 12 seated members, 11 were present. Quorum is seven.

Committee Members in Attendance

- Ndidi Okwelogu, Chairperson
- Gloria Bruce, Vice Chairperson
- Randi DeHollander
- Jeffrey Dixon
- Brian Dolan
- Daphine Lamb-Perrilliat
- Daniel Gregg
- Rose Works
- Debbie Potter
- Kendra Roberts
- Mimi Rohr
- Katrina Hampton

Committee Members Not in Attendance

- Lynda Foster
- Katrina Hampton

Alameda County Staff Members Participating

- Michelle Starratt, Director, Housing and Community Development, Alameda County Community Development Agency (CDA)
- Jennifer Pearce, Manager, Housing and Community Development, Alameda County Community Development Agency (CDA)
- Heather Littlejohn, Deputy County Counsel, Alameda County

- Robert Fuller, Oversight Committee Liaison, Housing and Community Development, Alameda County Community Development Agency (CDA)
- Teresa Hester, Clerk Specialist, Housing and Community Development, Alameda County Community Development Agency (CDA)

Discussion:

- No members arrived after the initial roll call.

II. II. Approval of 8/27/2020 Oversight Committee Minutes – Chairperson Okwelogu

Action Item - Approve August 27, 2020 meeting minutes, make any amendments, and approve.

Discussion:

- Ms. Potter corrected the notation of the “7 -unit development” to be “70 unit development”.
- Ms. Works clarified her comment to stick to the schedule moving forward was not included.

Public Comment:

- No public comment.
- Mr. Dolan motioned to adopt the amended August 27, 2020 minutes. Ms. Works seconded the motion.
- Through a roll-call vote, the Committee adopted the corrections and accepted the minutes with 10 votes in favor, _ no votes and 1 abstention.

Gloria Bruce, Vice Chairperson	X ___ yea, ___ nay, ___ abstain
Daniel Gregg	X ___ yea, ___ nay, ___ abstain
Brian Dolan	X ___ yea, ___ nay, ___ abstain
Lynda Foster	___ yea, ___ nay, ___ abstain
Rose Works	X ___ yea, ___ nay, ___ abstain
Katrina Hampton	___ yea, ___ nay, ___ abstain
Daphine Lamb-Perrilliat	X ___ yea, ___ nay, ___ abstain
Kendra Roberts	X ___ yea, ___ nay, ___ abstain
Randi DeHollander	X ___ yea, ___ nay, ___ abstain
Jeffrey Dixon	X ___ yea, ___ nay, ___ abstain
Debbie Potter	X ___ yea, ___ nay, ___ abstain
Mimi Rohr	___ yea, ___ nay, X ___ abstain
Ndidi Okwelogu, Chairperson	X ___ yea, ___ nay, ___ abstain

Total: 10 yeas, _ nay and 1 abstain
The motion passes

III. Update on Measure A1 news – Jennifer Pearce, Housing Specialist, Housing and Community Development Manager, Alameda County Community Development Agency (CDA)
Informational Item

Discussion:

- Ms. Pearce gave an update on Measure A1 recent news:

Board of Supervisors

- The Measure A1 Citizens' Oversight Committee by-laws adopted by the Board of Supervisors September 22, 2020.
- Board of Supervisors approved commitments of \$2,330,306 from the A1 Rental Base City allocation to Albany Family, in Albany, to support 61 affordable units – July 28, 2020.

Rental Project Updates:

- Rosefield Village – Alameda – 90 affordable units, supported with \$8,093,414 A1 funding– Construction Loan Closing on August 12, 2020. A virtual groundbreaking is planned for after the demolition of existing site structure – date to be determined.
- The Jordan Court project at 1601 Oxford in Berkeley had a virtual groundbreaking on September 30, 2020. Construction for the project is expected to be complete by September 29, 2021.
- Alameda Point – Alameda – 60 unit senior housing was highlighted in a podcast.
- Ms. Works requested the podcast discussed by Ms. Pearce to be shared with the Committee.
- Ms. Potter informed the Committee of Alameda Point, a 70-unit project that closed in June and is under construction.

IV. Measure A1 Program 2016-2018 Annual Report Draft Revised Meeting Calendar – Jennifer Pearce

(taken as item IV, on agenda as V)

- Ms. Starratt introduced the draft report and discussed the process of 100 completed affordable projects to 150 over 5 years, compared to 100 projects over 30 years.
- Ms. Pearce presented the draft report.
- Mr. Fuller presented on Measure A1 program outcomes.

Discussion:

- Mr. Dolan asked if these projects are funded by A1 funds.
- Ms. Pearce confirmed these are funded by A1 admin funding.
- Mr. Dolan asked if these programs will go away when A1 funding is expended.
- Ms. Pearce confirmed yes unless there is more funding identified.
- Mr. Dolan requested a summary table, by program, how much was spent and how much funding is remaining. Compare actual money given towards programs and how much money goes toward administration fees.
- Ms. Pearce requested clarification on what data is being requested between money spent and money allocated.
- Mr. Dolan requested both points, but the preference is for allocated funds.
- Chair Okwelogu requested Mr. Fuller to confirm a time frame for all subsequent reports.
- Mr. Fuller stated there is not a strong timeline for future reports in order to allow flexibility in review. Once this report has been approved, staff will immediately start working on the next annual report. Anticipated the next report will be done around February and March of 2021.
- Mr. Fuller confirmed 2018-2019 until early 2021 and 2019-2020 in early spring on 2021.
- Ms. Potter requested Mr. Fuller to share the draft Annual Report on the screen.
- Mr. Fuller shared the draft Annual Report.
- Ms. Potter commented the report needs more bulleted information and the narrative is dense. A bulleted summary of all accomplishments will better serve as an executive summary for a user who is not going to read through the whole report. The executive summary should serve a purpose of summarizing all outcomes, first and then provide context for the report's focus. Suggested to report on Rental Program first since it is the larger portion of A1 funding and outcomes and then follow up with the Homeownership Programs. Page 6 table should replace the "No" with anticipated dates. Page 21 can better benefit from graphic depictions. Page 23 data can be turned into an appendix.

Page 24 V.c. is hard to follow and does not discuss Section 8 vouchers enough to show their importance as the main source of subsidized housing before being mentioned later in the discussion. The timeline is very aggressive in regards to finalizing the report in December 2020, it would be helpful to include a timeline of dates for future reports and the reporting periods.

- Ms. Works echoes Mr. Dolan's comment as well as Ms. Potter's comments. Requesting a compilation of all remarks submitted by the Committee. What is staff's vision for incorporating remarks from the Committee?
- Mr. Fuller confirmed he will create a summary document with all Committee member comments and Committee members can choose to stay anonymous.
- Ms. Works questioned how the Committee will be able to discuss each other's comments before the December deadline. Wants to ensure all feedback is incorporated and the process is not rushed.
- Ms. Littlejohn clarified the input for additional discussions. Incoming communications to Mr. Fuller are fine, but other additional Committee discussions regarding feedback is subject to the Brown Act. Encourages the Committee to schedule a meeting to properly notice it and the public can be part of the discussion.
- Ms. Works wants to be able to discuss all feedback from the Committee not in a rushed process.
- Ms. Pearce requested Ms. Littlejohn to discuss the sub-committee request.
- Ms. Littlejohn confirmed that this is possible. Since the discussion of a sub-committee was not agendaized, suggested to agendaize creation of for the next meeting. Creation of the sub-committee should be noticed in pursuant to the Brown Act. The sub-committee will have to be less than the quorum for this Committee.
- Ms. Littlejohn how many seated members?
- Mr. Fuller confirmed 12.
- Ms. Littlejohn confirmed 5 or less for sub-committee.
- Mr. Fuller asked Ms. Littlejohn if the Committee remarks are included in the next meeting, can Committee members discuss them in the next meeting.
- Ms. Littlejohn confirmed yes.
- Vice Chair Bruce followed up on previous Committee members requests and comments. Expressed concern on creating a sub-committee possibly slowing down the process. Requested to see an almost final draft in December before it goes to the Board of Supervisors. Request to ensure there is a racial equity lens in the narrative and context setting. Agree with Ms. Potter's description of Section V.c. that this is hard to follow and may need to be revised to convey the correct story. The reporting timeline may need more context to clarify why the first reporting period ends at 2018.
- Ms. DeHollander asked if it will be worth the Committee meeting in November if there will not be a creation of a sub-committee. Why Dublin and Fremont were missing from some of the allocated funds list that was presented.
- Mr. Pearce confirmed that is because they had not developed any projects at the time of the report.
- Ms. DeHollander echoed Mr. Dolan's request for allocated and spent funds.
- Mr. Dolan commented the creation of a sub-committee will take too much time and would rather have a Committee meeting in November.
- Chair Okwelogu reminded the Committee there is an item for future meetings and this can be discussed then.
- Ms. Potter agreed this report should move through the process, with or without a sub-committee, and if a November meeting is scheduled, the Committee should be provided with valuable information to review and given enough time to review in order for the November meeting to be valuable. The Executive Summary should identify that this report only covers the specified time frame and current projects will not be included in that.
- Mr. Fuller responded that the comments and requests from the Committee are in line with internal staff conversations and expectations. It is realistic to have a more complete document ready for December and possibly November, but incorporating all feedback by a November meeting will be difficult.

- Ms. Potter suggested a second meeting in December prior to the already scheduled.
- Ms. Pearce requested Mr. Fuller to discuss Barretto timeline for the report.
- Mr. Fuller explained Barretto Co has a timeline of version 1 draft produced and available to staff on November 11, 2020. HCD staff will provide feedback by November 25, 2020 to allow them to produce another draft with feedback and provide that to staff November 29, 2020. It will be possible to have a good draft incorporating all Committee feedback in December.,
- Ms. Pearce asked Ms. Littlejohn if the Committee can agendaize a November meeting during this meeting.
- Ms. Littlejohn confirmed staff can reinstate the regularly scheduled November meeting and schedule a special meeting with at least a 24-hour notice to Committee members.
- Chair Okwelogu requested any further comments on the report.
- No further comment from the Committee.

V. Future Meetings – Chair Okwelogu

Discussion among Committee members of topics to be considered on future Committee agendas or the consideration of Committee organizational issues

Discussion:

- Chairperson Okwelogu requested input on whether to hold the January meeting on Thursday, January the 21st at 9:30 a.m. This meeting will establish more Committee organization and to continue the 3rd Thursday schedule through next year.
- Ms. Works, Mr. Dolan, and Ms. DeHollander endorsed meeting at 9:30 a.m. on January 21st.
- None expressed opposition.
- Chair Okwelogu confirmed the Committee will continue to agendaize as scheduled. Requested the Committee to provide any conflicts to Mr. Fuller.
- Ms. DeHollander asked if there is any sense of in person meetings happening in 2021.
- Chair Okwelogu responded there is no estimation when in person meetings will resume.
- Chair Okwelogu asked the Committee if they would want to meet in November in order to further discuss the draft annual report.
- Ms. Potter asked staff to confirm when in January it is anticipated to take the report to the BOS.
- Ms. Pearce confirmed it will likely be the last scheduled meeting.
- Mr. Potter asked for clarification if the report presented to the Committee in December will essentially be the final version in order to make the January meeting.
- Ms. Pearce responded that it is not required to go the BOS in January.
- Mr. Dolan supports the November meeting if staff have made enough progress in the report. If not, wait until December to review the report.
- Vice Chair Bruce agrees with Mr. Dolan. Requested a summary of Committee comments on the report if holding a November meeting.
- Ms. Littlejohn responded that the interim draft may be problematic because it qualifies as communication without public notice.
- Chair Okwelogu stated that there is a possibility to schedule a special meeting with 24-hour notice.
- Chair Okwelogu requested any further comments.
- Ms. Works requested possible meeting dates in November and to confirm the December meeting date.
- Chair Okwelogu confirmed the regularly scheduled November and December meetings will be the second week of the month to accommodate holidays.
- Ms. Works requested waiting until the December meeting and if the report is not ready, schedule two meetings in January to prepare for the Board of Supervisors meeting.
- Chair Okwelogu reminded the Committee this is an informational idea.

- Ms. Potter agrees with Ms. Works as the best results for the report will likely happen if the schedule remains as is.
- Chair Okwelogu reminded the Committee to send feedback to Mr. Fuller. Mr. Fuller will send out a survey to the Committee to guide their feedback.

VI. Public Comment for Items Not on the Agenda – Chairperson Okwelogu

Speakers:

- Ms. Anna Mathai –League of Women Voters of Oakland- Reiterate the need for data in the report. Requesting a clarification on the timelines for all reports. There is a PDF on the oversight website and if that data is current for Oakland statistics.
- Mr. Fuller responded that the report on the website is dated and the rental housing update from August is currently being updated to reflect most recent data. The first report covers 2016-2018 and it is intended to go to the BOS January or February 2021. Once this first report draft is approved by the Committee, staff can work on the 2018-2019 report and will be produced in February or March of 2021. The 2019-2020 report will likely be produced in Spring 2021.
- Ms. Mathai requested confirmation that there will be an updated report for Oakland data to reflect up to August 2020.
- Ms. Donna Griggs-Murphy expressed gratitude for the Measure A1 Committee and the outcomes from the available funding. Highlighted Linda Gardner’s retirement and her efforts in getting Measure A1 information out to voters and getting it approved.
- Chair Okwelogu reiterated Ms. Griggs-Murphy’s comment on Linda Gardner’s retirement and efforts.
- Mr. Rob Simonds – Director of Housing Development for Habitat for Humanity – when will there be a NOFA for the homeownership portion of the Measure A1 funding.
- Chair Okwelogu responded that will be included in the Measure A1 update in the next Committee meeting.

Adjournment at 11:23 a.m.