



Oakland Housing  
Authority

***MAKING TRANSITIONS WORK***

**ANNUAL REPORT  
FY 2009**

**SEPTEMBER 28, 2009**

**[www.oakha.org](http://www.oakha.org)**

# Oakland Housing Authority

## FY 2009 MTW Annual Report

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# INTRODUCTION

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The Oakland Housing Authority (OHA) is pleased to release its fiscal year 2009 Moving to Work Annual Report. OHA is one of approximately 30 participants in The US Department of Housing and Urban Development's (HUD) Moving to Work (MTW) demonstrations program, which provides selected housing authorities with the opportunity to explore and test new and innovative methods of delivering housing and supportive services to low-income residents. OHA has tailored its program to the needs of the City of Oakland, and renamed the program "Making Transition Work."

The FY 2009 MTW Annual Report presents specific information as required in the Oakland Housing Authority's MTW agreement with HUD. The report also provides a summary of OHA's programs and is intended to make available to OHA residents, the public and HUD baseline information on OHA programs and an analysis of changes that occurred during the period between July 1, 2008 and June 30, 2009. Summary financial information, including comparisons between projected and actual expenditures during the 2009 fiscal year, is also provided

FY 2009 was an important year for OHA's participation in the MTW Program. The Authority continued to improve the quality of its housing stock, streamline programs and explore opportunities for innovation while assisting over 15,000 low income families in Oakland. In addition, the Agency adopted a number of amendments to the Section 8 Administrative Plan.

# SECTION I: HOUSEHOLDS SERVED

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## OVERVIEW OF PROGRAMS

As of June 30, 2009, the Oakland Housing Authority's housing programs provided assistance to 15,016 households through the public housing and Section 8 programs. The Public Housing program is authorized at 3,221 units, which includes three large developments for families, five sites specifically designated for seniors, 254 small sites scattered throughout the city's residential neighborhoods and five HOPE VI sites.

OHA also operates a Section 8 leased housing program that administers 11,649 vouchers through the MTW Housing Choice Voucher Program, the Moderate Rehabilitation Program and the Mainstream Program. An additional 242 Shelter Plus Care vouchers are administered under contract with Alameda County.

The table below provides an overview of the different programs administered by OHA, including the total number of units or vouchers allocated and the total occupied or in use.

<b>Total Public Housing Units / Section 8 Vouchers by Program</b>			
<b>Program</b>	<b>Total Allocated / Funded</b>	<b>Total Occupied / In Use</b>	<b>Percent Utilized</b>
<b>MTW Programs</b>			
Public Housing	3,221	2,866	89.0%
Housing Choice Voucher Program	10,958	11,232	102.5%
Total MTW Programs	14,179	14,098	99.4%
<b>Other HUD-Funded Programs</b>			
Section 8 Mod Rehab Program	516	510	98.8%
Section 8 Mainstream Program	175	166	94.9%
Total other HUD Funded Programs	691	676	97.8%
Total	14,870	14,774	99.4%
<b>Programs Administered by OHA under Contract</b>			
Shelter + Care	N/A	242	
Total Other OHA Programs		242	
Total		15,016	

## OCCUPIED UNITS AND VOUCHERS IN USE

### Number of Households by Unit/Subsidy Size

OHA programs saw an increase of 564 households served at the end of FY 2009. With the total number of occupied Public Housing Units unchanged from 2008 the entire increase in the number of households served comes from the Section 8 Program. A significant portion of this change came from a 72 percent increase in one bedroom vouchers in the Section 8 Program.

Program	Unit / Subsidy Size							Total
	Studio	1BD	2BD	3BD	4BD	5+BD	Missing Data	
Public Housing								
Annual Report (6/30/08)	1	608	752	1,391	90	24		2,866
Annual Report (6/30/09)	0	604	730	1,376	107	16	33	2,866
# Change	(1)	(4)	(22)	(15)	17	(8)		0
% Change	-100.0%	-0.7%	-2.9%	-1.1%	18.9%	-33.3%		0.0%

Program	Unit / Subsidy Size							Total
	Studio	1BD	2BD	3BD	4BD	5+BD	Missing Data	
Section 8 - All								
Annual Report (6/30/08)	531	2,328	4,702	3,226	703	96	0	11,586
Annual Report (6/30/09)	482	4,009	5,088	2,061	339	47	124	12,150
# Change	(49)	1,681	386	(1,165)	(364)	(49)	124	564
% Change	-9.2%	72.2%	8.2%	-36.1%	-51.8%	-51.0%		4.9%

Program	Unit / Subsidy Size							Total
	Studio	1BD	2BD	3BD	4BD	5+BD	Missing Data	
All Programs								
Annual Report (6/30/08)	532	2,936	5,454	4,617	793	120		14,452
Annual Report (6/30/09)	482	4,613	5,818	3,437	446	63	157	15,016
# Change	-50	1,677	364	-1,180	-347	-57	157	564
% Change	-9.4%	57.1%	6.7%	-25.6%	-43.8%	-47.5%		3.9%

### Population by Family Type

The Public Housing Program saw an increase in elderly households served and a slight decrease in households defined as disabled and family. In contrast, the

Section 8 Program saw increases in all categories with households defined as family showing the greatest numerical increase.

Program	Family Type				Total
	Elderly	Disabled	Family	Missing Data	
<b>Public Housing</b>					
Annual Report (6/30/08)	690	433	1,740	3	2,866
Annual Report (6/30/09)	718	407	1,708	33	2,866
# Change	28	(26)	(32)	30	0
% Change	4.1%	-6.0%	-1.8%	1000.0%	0.0%

Program	Family Type				Total
	Elderly	Disabled	Family	Missing Data	
<b>Section 8 - All</b>					
Annual Report (6/30/08)	2,267	2,874	6,445		11,586
Annual Report (6/30/09)	2,402	3,046	6,698	4	12,150
# Change	135	172	253	4	564
% Change	6.0%	6.0%	3.9%		-4.9%

Program	Family Type				Total
	Elderly	Disabled	Family	Missing Data	
<b>All Programs</b>					
Annual Report (6/30/08)	2,957	3,307	8,185	3	14,452
Annual Report (6/30/09)	3,120	3,453	8,406	37	15,016
# Change	163	146	221	34	564
% Change	5.5%	4.4%	2.7%	1133.3%	3.9%

### Number of Households by Median Income

A significant percent of households served by the Agency continue to be categorized as Extremely Low Income as defined by households with incomes below 30 percent of the area median income. Overall, nearly 82 percent of all households served fell into this category. The Public Housing Program saw reductions in all income groups except those below 30 percent of AMI while the Section 8 programs saw an increase of 484 households with incomes below 30 percent of AMI.

Program	Percent of Area Median Income					Total
	<30%	30% - 50%	50% - 80%	>80%	Missing Data	
<b>Public Housing</b>						
Annual Report (6/30/08)	2,223	461	149	33		2,866
Annual Report (6/30/09)	2,249	421	137	26	33	2,866
# Change	26	(40)	(12)	(7)		0
% Change	1.2%	-8.7%	-8.1%	-21.2%		0.0%

Program	Percent of Area Median Income					Total
	<30%	30% - 50%	50% - 80%	>80%	Missing Data	
<b>Section 8 - All</b>						
Annual Report (6/30/08)	9,575	1,515	451	45		11,586
Annual Report (6/30/09)	10,059	1,577	483	29	2	12,150
# Change	484	62	32	(16)	2	564
% Change	5.1%	4.1%	7.1%	-35.6%		4.9%

Program	Percent of Area Median Income					Total
	<30%	30% - 50%	50% - 80%	>80%	Missing Data	
<b>All Programs</b>						
Annual Report (6/30/08)	11,798	1,976	600	78		14,452
Annual Report (6/30/09)	12,308	1,998	620	55	35	15,016
# Change	510	22	20	(23)	35	564
% Change	4.3%	1.1%	3.3%	-29.5%		3.9%

### Race and Ethnicity by Head of Household

The following tables show the distribution of families by race and ethnicity in FY 2009 with a comparison to FY 2008. Overall, Black households comprised approximately 73 percent of all households while Asian households comprised approximately 20 percent. These ratios are essentially unchanged between FY 2008 and FY 2009.

Program	Race of Head of Household						Total
	White	Black	Native American	Asian	Pacific Islander	Other / Missing Data	
Public Housing							
Annual Report (6/30/08)	152	2,166	8	528	3	9	2,866
Annual Report (6/30/09)	161	2,094	8	539	4	60	2,866
# Change	9	(72)	0	11	1	51	0
% Change	5.9%	-3.3%	0.0%	2.1%	33.3%	566.7%	0.0%

Program	Race of Head of Household						Total
	White	Black	Native American	Asian	Pacific Islander	Other / Missing Data	
Section 8 - All							
Annual Report (6/30/08)	646	8,613	56	2,259	8	4	11,586
Annual Report (6/30/09)	706	8,926	57	2,382	11	68	12,150
# Change	60	313	1	123	3	64	564
% Change	9.3%	3.6%	1.8%	5.4%	37.5%	1600.0%	4.9%

Program	Race of Head of Household						Total
	White	Black	Native American	Asian	Pacific Islander	Other / Missing Data	
All Programs							
Annual Report (6/30/08)	798	10,779	64	2,787	11	13	14,452
Annual Report (6/30/09)	867	11,020	65	2,921	15	128	15,016
# Change	69	241	1	134	4	115	564
% Change	8.6%	2.2%	1.6%	4.8%	36.4%	884.6%	3.9%

As the tables below illustrate, between the Public Housing and Section 8 programs, Hispanic families increased by over eight percent while non-Hispanic families increase by slightly over three percent.

Program	Ethnicity of Head of Household			Total
	Hispanic	Non-Hispanic	Missing Data	
Public Housing				
Annual Report (6/30/08)	115	2,751		2,866
Annual Report (6/30/09)	120	2,711	35	2,866
# Change	5	(40)		0
% Change	4.3%	-1.5%		0.0%

Program	Ethnicity of Head of Household			Total
	Hispanic	Non-Hispanic	Missing Data	
Section 8				
Annual Report (6/30/08)	327	11,259		11,586
Annual Report (6/30/09)	361	11,785	4	12,150
# Change	34	526	4	564
% Change	10.4%	4.7%		4.9%

Program	Ethnicity of Head of Household			Total
	Hispanic	Non-Hispanic	Missing Data	
All Programs				
Annual Report (6/30/08)	442	14,010		14,452
Annual Report (6/30/09)	481	14,496	39	15,016
# Change	39	486	39	564
% Change	8.8%	3.5%		3.9%

## WAIT LISTS

### Overview of Wait List Numbers and Characteristics

This section provides information about the families on the wait lists by household size, family type, income, race and ethnicity. The data reported for FY 2009 includes site-based wait lists managed by third party property management companies. Note that the data does not include wait list information for seven sites with Project Based Voucher units (Altenheim Senior Housing, Seven Directions, The Orchards on Foothill, Jack London Gateway-Phase 2, Fox Courts and Madison Apartments), the Shelter Plus Care Program or Mainstream Program.

The following sites have site-based wait lists:

HOPE VI Sites:

- Foothill Family Apartments

- Lion Creek Crossings
- Mandela Gateway
- Chestnut Court
- Linden Court

Public Housing sites privately managed for OHA:

- Oak Grove North
- Oak Grove South

The table below illustrates the number of households on each of the separate wait lists. Combined wait lists are in use at two HOPE VI sites (Lion Creek Crossings and Mandela) where there are both Public Housing and Project Based Section 8 Vouchers.

Waitlists	Public Housing	Section 8	Combined Public Housing and PBV
<b>OHA Managed Wait Lists</b>			
Public Housing	4,063		
Section 8		6,288	
Mod Rehab		211	
<b>Site Based Waitlists</b>			
<b>HOPE VI Sites:</b>			
Foothill Family Apartments	256		
Lion Creek Crossings			2,136
Mandela Gateway			860
Chestnut Court and Linden Court	381		
<b>Public Housing sites privately managed for OHA</b>			
Oak Grove North and South	436		
<b>Sub-totals</b>	<b>5,136</b>	<b>6,499</b>	<b>2,996</b>
<b>Total</b>			<b>14,631</b>

### Wait Lists Applicants by Household Size

As previously reported, during FY 2008, OHA converted the Section 8 program data to a new data base system. To date, this new system has not been able to accurately account for the household size of families on the OHA Section 8 wait list. The previous system tracked household as it was self reported on the application forms. Currently, the new system tracks only the information about the head of household. For this reason, demographic data about the size of the household is skewed to one person households in the Section 8 Program. There were approximately 3,500 fewer households on the wait lists at the end of FY 2009. Overall, there was an 82 percent decrease and a 91 percent decrease in four- and five-person households on the wait lists.

Program	Household Size						Missing Data	Total
	1	2	3	4	5	6+		
<b>Public Housing</b>								
Annual Report (6/30/08)	3,002	3,999	1,947	1,079	369	158		10,554
Annual Report (6/30/09)	2,818	4,110	906	133	25	0	140	8,132
# Change	(184)	111	(1,041)	(946)	(344)	(158)	140	(2,422)
% Change	-6.1%	2.8%	-53.5%	-87.7%	-93.2%	-100.0%		-22.9%

Program	Household Size						Missing Data	Total
	1	2	3	4	5	6+		
<b>Section 8 - All</b>								
Annual Report (6/30/08)	7,855	1,427	733	420	144	90		10,669
Annual Report (6/30/09)	7,257	1,382	709	126	21	0	0	9,495
# Change	(598)	(45)	(24)	(294)	(123)	(90)	0	(1,174)
% Change	-7.6%	-3.2%	-3.3%	-70.0%	-85.4%	-100.0%		-11.0%

Program	Household Size						Missing Data	Total
	1	2	3	4	5	6+		
<b>All Programs</b>								
Annual Report (6/30/08)	10,857	5,426	2,680	1,499	513	248		21,223
Annual Report (6/30/09)	10,075	5,492	1,615	259	46	0	140	17,627
# Change	(782)	66	(1,065)	(1,240)	(467)	(248)	140	(3,596)
% Change	-7.2%	1.2%	-39.7%	-82.7%	-91.0%	-100.0%		-16.9%

### Wait Lists Applicants by Family Type

Program	Family Type			Missing Data	Total
	Elderly	Disabled	Family		
<b>Public Housing</b>					
Annual Report (6/30/08)	1,930	346	8,278		10,554
Annual Report (6/30/09)	1,280	454	6,398		8,132
# Change	(650)	108	(1,880)		(2,422)
% Change	-33.7%	31.2%	-22.7%		-22.9%

Program	Family Type			Missing Data	Total
	Elderly	Disabled	Family		
<b>Section 8 - All</b>					
Annual Report (6/30/08)	1,084	1,225	8,360		10,669
Annual Report (6/30/09)	516	1,105	7,834	40	9,495
# Change	(568)	(120)	(526)		(1,174)
% Change	-52.4%	-9.8%	-6.3%		-11.0%

Program	Family Type			Missing Data	Total
	Elderly	Disabled	Family		
<b>All Programs</b>					
Annual Report (6/30/08)	3,014	1,571	16,638		21,223
Annual Report (6/30/09)	1,796	1,559	14,232		17,627
# Change	(1,218)	(12)	(2,406)		(3,596)
% Change	-40.4%	-0.8%	-14.5%		-16.9%

### Wait List Applicants by Income Group

The Public Housing wait lists saw a 52 percent decrease in households between 30 and 50 percent of AMI while the Section 8 Program experienced a 73 percent decrease in the same category.

Program	Percent of Area Median Income				Missing Data	Total
	<30%	30% - 50%	50% - 80%	>80%		
<b>Public Housing</b>						
Annual Report (6/30/08)	7,895	2,145	501	12	1	10,554
Annual Report (6/30/09)	6,757	1,027	311	37		8,132
# Change	(1,138)	(1,118)	(190)	25	(1)	(2,422)
% Change	-14.4%	-52.1%	-37.9%	208.3%	-100.0%	-22.9%

Program	Percent of Area Median Income				Missing Data	Total
	<30%	30% - 50%	50% - 80%	>80%		
<b>Section 8 - All</b>						
Annual Report (6/30/08)	9,483	1,053			133	10,669
Annual Report (6/30/09)	9,199	279	16	1	0	9,495
# Change	(284)	(774)	16	1	(133)	(1,174)
% Change	-3.0%	-73.5%	-	-	100.0%	11.0%

Program	Percent of Area Median Income				Missing Data	Total
	<30%	30% - 50%	50% - 80%	>80%		
<b>All Programs</b>						
Annual Report (6/30/08)	17,378	3,198	501	12	134	21,223
Annual Report (6/30/09)	15,956	1,306	327	38	0	17,627
# Change	(1,422)	(1,892)	(174)	26	(134)	(3,596)
% Change	-8.2%	-59.2%	-34.7%	216.7%	-100.0%	-16.9%

### Wait List Applicants by Race and Ethnicity

Program	Race & Ethnicity of Household						Total
	White	Black	Native American	Asian	Pacific Islander	Other / Missing Data	
<b>Public Housing</b>							
Annual Report (6/30/08)	676	6,585	90	2,418	87	698	10,554
Annual Report (6/30/09)	486	5,317	27	1,537	25	740	8,132
# Change	(190)	(1,268)	(63)	(881)	(62)	42	(2,422)
% Change	-28.1%	-19.3%	-70.0%	-36.4%	-71.3%	6.0%	-22.9%

Program	Race & Ethnicity of Household						Total
	White	Black	Native American	Asian	Pacific Islander	Other / Missing Data	
<b>Section 8 - All</b>							
Annual Report (6/30/08)	1,080	7,606	75	1,108	104	696	10,669
Annual Report (6/30/09)	1,003	6,641	62	1,026	96	667	9,495
# Change	(77)	(965)	(13)	(82)	(8)	(29)	(1,174)
% Change	7.1%	12.7%	17.3%	7.4%	7.7%	4.2%	11.0%

Program	Race & Ethnicity of Household						Total
	White	Black	Native American	Asian	Pacific Islander	Other / Missing Data	
All Programs							
Annual Report (6/30/08)	1,756	14,191	165	3,526	191	1,394	21,223
Annual Report (6/30/09)	1,489	11,958	89	2,563	121	1,407	17,627
# Change	(267)	(2,233)	(76)	(963)	(70)	13	(3,596)
% Change	-15.2%	-15.7%	-46.1%	-27.3%	-36.6%	0.9%	-16.9%

Program	Ethnicity of Household			Total
	Hispanic	Non-Hispanic	Missing Data	
Public Housing				
Annual Report (6/30/08)	997	9,553	4	10,554
Annual Report (6/30/09)	348	6,730	1,054	8,132
# Change	(649)	(2,823)	1,050	(2,422)
% Change	-65.1%	-29.6%	26250.0%	-22.9%

Program	Ethnicity of Household			Total
	Hispanic	Non-Hispanic	Missing Data	
Section 8 - All				
Annual Report (6/30/08)	682	9,987		10,669
Annual Report (6/30/09)	281	8,209	1,005	9,495
# Change	(401)	(1,778)	1,005	(1,174)
% Change	-58.8%	-17.8%		-11.0%

Program	Ethnicity of Household			Total
	Hispanic	Non-Hispanic	Missing Data	
All Programs				
Annual Report (6/30/08)	1,679	19,540	4	21,223
Annual Report (6/30/09)	629	14,939	2,059	17,627
# Change	(1,050)	(4,601)	2,055	(3,596)
% Change	-62.5%	-23.5%	51375.0%	-16.9%

## SECTION II: OCCUPANCY POLICIES

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This section provides information on changes to OHA's policies that govern eligibility, selection, admissions, assignment, occupancy, de-concentration and rent policies. During FY 2009, OHA continued to achieve improvements in the operations of its Public Housing portfolio. Specifically, the Agency established site-based budgets for each Asset Management Project (AMP) to build efficiencies on fiscal management; completed the conversion to a new property management business system that integrates the tracking of family data with assigned unit data; and strategically realigned and trained staff teams dedicated to each site.

Effective June 1, 2009, OHA adopted amendments to the Section 8 Administrative Plan. The amendments include a combination of new policies that take advantage of the Agency's MTW authority, required regulatory updates and best practices. The change included adding a new chapter 17 dedicated to the PBV Program. The most significant changes to the Administrative Plan are listed below. A detailed summary of the amendments can be found in Attachment B, while the entire amended Administration Plan can be found in Attachment C.

### A. Occupancy Policies

#### Eligibility

**Public Housing.** OHA reorganized and streamlined its Initial Eligibility unit, which resulted in a thorough review of the eligibility wait list policy and standard operating protocols. In preparation for the move to opening site based wait lists for all OHA managed properties in the first quarter of FY 2010, the current wait list was purged with the remaining wait list families selecting what specific site based wait lists they wished to remain on.

**Section 8.** OHA adopted a number of provisions related to eligibility consistent with the Violence Against Women Reauthorization Act (VAWA) of 2005 and Eligibility of Students enrolled in Institutions of Higher Education (Student Rule).

#### Selection

**Public Housing.** Site-based wait lists were successfully utilized at the following HOPE VI developments:

- Foothill Family Apartments
- Lion Creek Crossings
- Mandela Gateway
- Chestnut Court
- Linden Court

In addition, site-based waiting lists were successfully utilized at the following Public Housing sites managed under contract:

- Oak Grove North
- Oak Grove South

As of June 30, 2009, OHA mailed invitations to 2,000 families to interview for eligibility for leasing, resulting in 219 families executing leases for units within the OHA portfolio. This action depleted the waiting list of families eligible for three- and four-bedroom units. As a result, OHA plans to accept applications in FY 2010 for placement by lottery on twelve public housing site-based waiting lists. This will be the first time that OHA utilizes site based wait lists for each of its asset management projects.

**Section 8.** The Agency adopted a number of amendments to the Administrative Plan specific to the establishment of site based wait lists for the PBV program and the conversion or graduation of Family Unification Program (FUP) participants to the HCV Program. In addition, new wait list preferences were adopted including a preference for accepting participants in limited term Disaster Voucher Program (DVP) assistance, households involuntary displaced due to government action and a Homeownership preference for the admission of families from other OHA programs. OHA continued its use of site-based wait lists for the Section 8 project-based voucher program. No modifications were made to the Section 8 wait list to select families by income or unit size.

## **Admissions**

**Public Housing.** The Authority continued to utilize income targeting for recently renovated public housing sites during FY 2009 as described in “Deconcentration” below.

**Section 8.** OHA did not adopt any new local preferences, admission policies or procedures.

## **Assignment**

**Public Housing.** The Authority, through a third party management company, successfully managed site based wait lists for the Oak Grove North and South properties.

## **Occupancy**

**Public Housing.** Review of existing public housing policies resulted in enhancements that were allowed under the current policy and lease. For example, OHA streamlined the leasing process by creating forms that track tenant acceptance and rejection of units and easy-to-comprehend forms that allowed families to notify the Authority of changes in family circumstances. As of June 30, 2009, two Public Housing senior sites managed by a third party

property management company have implemented a previously approved tri-annual income recertification policy for elderly and disabled households on fixed incomes. It is anticipated that the remaining three Public Housing senior sites will begin to implement the new policy during the next fiscal year.

**Section 8.** Utilizing MTW authority, OHA adopted a new risk-based HQS inspection protocol. This new policy will allow the Agency to better allocate staff resources towards enforcement and provides restrictions for property owners that chronically fail HQS or are involved in enforcement action.

**Public Housing and Section 8.** OHA has engaged a community based organization to develop and deliver a new orientation and training program for Public Housing residents and Section 8 participants. The pilot for this orientation was reviewed by a resident focus group and is anticipated to launch during FY 2010. Dubbed the “Good Neighbor Program,” the goal is to provide residents and participants with the skills and tools necessary to be successful neighbors and community residents. Working under the supervision of the community based agency, the program will employ Public Housing and Section 8 residents as peer trainers.

## **Deconcentration**

**Public Housing.** The Authority has four public housing developments covered by the deconcentration rule: Campbell Village, Lockwood Gardens, Peralta Villa and Lion Creek Crossings. OHA did not complete an evaluation of incomes at each of these sites as they relate to the deconcentration rule during FY 2009. The evaluation and a plan for compliance will be completed during FY 2010 if necessary.

OHA continued to implement an income mixing policy adopted in FY 2008 for newly renovated public housing sites. This policy is designed to address the disproportionate number of extremely low income families (income below 30 percent of AMI) in OHA public housing. The income mixing policy for these newly re-tenanted sites is as follows:

- 25 percent of the units serve families with incomes up to 20 percent of AMI
- 25 percent of the units serve families with incomes between 20 and 30 percent of AMI
- 25 percent of the units serve families between 30 and 40 percent of AMI
- 25 percent of the units serve families between 40 and 80 (the public housing limit) percent of AMI

Implementation of this policy has been generally successful except for difficulties identifying a sufficient number of households with incomes below 20% of AMI. The agency expects to explore some modifications to the income mixing policy during FY 2010.

**Section 8.** No changes were made to income targeting.

## **B. Rent Policies**

**Section 8.** OHA adopted a policy that extends participation in the program with zero HAP from six months to up to 24 months. The change was intended to encourage employment and provide additional security and confidence for participants working to increase wage income.

**Public Housing and Section 8.** OHA made significant progress during FY 2009 developing a framework for a rent simplification program including a policy framework and draft policies for various aspects of the entire process of setting rents. OHA expects to make a draft policy available for public review following the completion of the disposition of 1,615 former public housing sites.

## SECTION III: CHANGES IN THE HOUSING STOCK

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### PROJECTED VS ACTUAL

As of June 30, 2009, the total number of available Housing Choice Vouchers, Moderate Rehabilitation Units and Public Housing Units was 14,529. The total of 3,055 available Public Housing units includes occupied units plus routine vacancies. This number does not include 166 units offline for redevelopment, modernization or out of service (see Attachment A for a detailed vacancy report by AMP).

Program	Available Units by Program			Total
	HCV	Mod Rehab	Public Housing	
Actual (6/30/08)	10,858	516	3,023	14,397
Projected (6/30/09)	10,858	516	3,093	14,467
Actual (6/30/09)	10,958	516	3,055	14,529

**Disposition of Scattered Site Public Housing Units and Approval of Tenant Protection Vouchers:** In March of 2009, OHA's application to HUD for the disposition of 1,615 scattered site public housing units was approved. OHA's application for disposition was contingent on receipt of tenant protection vouchers. Following approval of the disposition, the Agency submitted an application to HUD for 1,528 Tenant Protection Vouchers, which represented all units occupied in the 24-month period before the application for disposition. This application was approved and OHA received its first award of 270 vouchers in FY 2009. No units were removed from the public housing program and no tenant protection vouchers were issued in FY 2009.

### Public Housing

**Scattered Sites Offline:** The following 61 units at five scattered sites remain offline. Consistent with OHA's approved application for the disposition of the scattered site public housing units, these five properties will be sold at Fair Market Value.

Scattered Sites Offline		
	Site	Units
1	2011 7 <sup>th</sup> Ave	6
2	2530 9 <sup>th</sup> Ave	15
3	4118 Lyon Ave	8
4	1236 E 17 <sup>th</sup> Street	10
5	2509 77 <sup>th</sup> Ave	22
Total		61

**Hope VI Development:** Phase III of the Lion Creek Crossings, which includes 37 units of replacement housing for Coliseum Gardens, was fully occupied and back on line in FY 2009. The relocation, demolition and soils testing were completed for Phase IV, which includes 21 replacement public housing units. In addition, a \$200,000 EPA grant for brown field remediation was awarded to Phase IV during FY 2009.

**Tassafaronga Village:** The redeveloped Tassafaronga Village, a former 87-unit Public Housing site, will include 157 units of affordable rental housing (including 99 Project Based Vouchers that will replace the original 87 Public Housing Units on a one-for-one basis). The development will include 22 units of first time home ownership units. During FY 2009 OHA received various funding commitments for the project and initiated construction on Phase 2 of the redevelopment project.

## Section 8

The table below provides a summary of OHA's Project Based Voucher allocations including approval date, contract status and estimated HAP cost. The total HAP funding is estimated based on the initial contract term for each development.

Project	Board Approval	# of Units	Contract Signed	HAP Funding
Mandela Gateway	2/12/2003	30	10/20/2004	\$3,824,880
Fox Courts / Uptown Oakland	12/3/2004	20	5/19/2009	\$5,021,820
Altenheim Senior Housing Phase I	7/13/2005	23	1/1/2007	\$1,924,320
Madison Apartments	7/13/2005	19	4/7/2006	\$2,042,520
Seven Directions	7/13/2005	18	9/12/2008	\$2,174,160
Lion Creek Crossings II	9/26/2005	18	6/14/2006	\$1,996,500
Lion Creek Crossings III	6/14/2006	20	6/25/2008	\$2,374,200
Altenheim Senior Housing Phase II	6/14/2006	20	<i>In Development</i>	\$1,647,600
Orchards on Foothill	6/14/2006	64	11/7/2008	\$5,207,040
Jack London Gateway	6/14/2006	13	6/5/2009	\$1,586,520
Foothill Plaza	6/14/2006	13	<i>In Development</i>	\$1,317,720
14 <sup>th</sup> St Apartments at Central Station	1/29/2007	20	<i>In Development</i>	\$2,490,720
Jack London Gateway	2/26/2007	47	6/5/2009	\$5,763,510
Harrison & 17 <sup>th</sup> Senior Housing	5/29/2007	11	<i>In Development</i>	\$2,185,920
St. Joseph's Senior Apartments	5/29/2007	83	<i>In Development</i>	\$9,157,100

<b>Project</b>	<b>Board Approval</b>	<b># of Units</b>	<b>Contract Signed</b>	<b>HAP Funding</b>
Tassafaronga Village Phase I	2/20/2008	80	<i>In Development</i>	\$8,278,560
Altenheim Senior Housing Phase II	4/28/2008	20	<i>In Development</i>	\$2,640,000
Fairmount Apartments	4/28/2008	11	<i>In Development</i>	\$1,764,040
720 East 11 <sup>th</sup> Street	4/28/2008	16	<i>In Development</i>	\$2,867,400
Lion Creek Crossings Phase IV	4/28/2008	10	<i>In Development</i>	\$1,740,000
Tassafaronga Village Phase II	7/21/2008	19	<i>In Development</i>	\$2,963,700
Fairmount Apartments (Supplementary)	10/20/2008	5	<i>In Development</i>	\$636,300
Park Village Apartments	2/23/2009	83	<i>In Development</i>	\$10,562,580
Willow Place Senior Homes	5/4/2009	50	<i>In Development</i>	\$6,790,680
Effie's House	5/4/2009	10	<i>In Development</i>	\$1,272,600
Slim Jenkins Court	5/4/2009	11	<i>In Development</i>	\$1,987,920
Marin Way Court	5/4/2009	19	<i>In Development</i>	\$3,433,680
Drachma Housing	5/4/2009	14	<i>In Development</i>	\$3,238,560
<b>Current PBV Unit Total</b>		<b>767</b>		<b>\$450,564,810</b>

**Changes to the PBV Program.** OHA adopted a number of amendments to the Section 8 Administrative Plan, including the addition of Chapter 17 dedicated to the Project Based Voucher Program. The new chapter includes policies that give the Agency the ability to allocate PBVs to up to 100 percent of the units in a development. This change is intended to increase housing choice and expand housing opportunities in the city's notoriously expensive housing market. In addition, a number of policies were adopted to facilitate the conversion of the scattered site public housing units to the PBV Program. For example, the amended Administrative Plan exempts families residing in Public Housing being converted to the PBV program from the standard 12 month minimum stay. In addition, a new policy was adopted that allows owners to continue PBV assistance to families that are over-housed. This is intended to ensure that in-place families at the time of conversion have access to assistance even if they would not qualify for a voucher that matches the size of their current unit.

## SECTION IV: SOURCES AND AMOUNTS OF FUNDING

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This section describes the projected level of funding OHA anticipated receiving during FY 2009 with the actual amount received. The consolidated MTW program funds are accounted for separately from other Special Program funding and the variances between the budgeted and actual amounts are presented. The figures below are based on best estimates and do not represent finalized financial reports for FY 2009.

### Consolidated MTW Funding Budget

Under MTW, OHA consolidates the public housing operating subsidy, the capital fund program, and the Section 8 Housing Choice Voucher Block Grant program funding into a Single Fund Budget. The table below compares actual revenue received with the projection for FY 2009. Overall, the Agency received \$12 million more in consolidated MTW funding than projected.

Consolidated MTW Revenue	FY 2009 Budget	FY 2009 Actual	Variance
Public Housing Dwelling Rental Income	\$9,766,018	\$9,787,917	\$21,899
Public Housing Operating Subsidy Block Grant	\$10,931,745	\$11,953,609	\$1,021,864
Capital Fund Block Grant	\$11,032,079	\$20,048,873	\$9,016,794
Housing Choice Voucher Block Grant	\$153,242,975	\$155,775,183	\$2,532,208
Other Income	\$383,000	\$251,649	(\$131,351)
Investment Income	\$2,200,000	\$2,195,830	(\$4,170)
<b>Total</b>	<b>\$187,555,817</b>	<b>\$200,013,060</b>	<b>\$12,457,243</b>

#### Notes:

1. The increase in Public Housing Operating Subsidy resulted from a correction to the subsidy calculation.
2. The increase in Capital Fund Program funding represents actual disbursements from CFP 2006 and CFP 2007 received by the Agency during FY 2009.

## Special Purpose Funding

Overall revenue for non-MTW programs was approximately \$482,000 more than budgeted.

Special Purpose Revenue	FY 2009 Budget	FY 2009 Actual	Variance
Sec 8 Moderate Rehab Subsidy	\$3,684,075	\$3,851,898	\$167,823
Sec 8 Moderate Rehab Investment Income	\$80,000	\$73,065	-\$6,935
Sec 8 Mainstream Subsidy	\$1,712,800	\$1,847,121	\$134,321
Shelter Plus Care Subsidy	\$2,316,643	\$2,321,243	\$4,600
Shelter Plus Care Investment Income	\$2,000	\$104	-\$1,896
Family Self Sufficiency	\$126,000	\$142,175	\$16,175
HOPE VI Grants	\$1,117,807	\$159,225	-\$958,582
ROSS Homeownership Grant	\$240,791	\$40,000	-\$200,791
Local Fund Rental Income	\$31,000	\$5,967	-\$25,033
Local Fund Investment Income	\$385,000	\$169,932	-\$215,068
Local Fund Other Income	\$380,000	\$521,633	\$141,633
Other Special Purpose Income	\$50,000	\$1,476,181	\$1,426,181
<b>Total</b>	<b>\$10,126,116</b>	<b>\$10,608,544</b>	<b>\$482,428</b>

## Total Budgeted Funding Versus Actual Funding Received

In total, actual OHA revenue was \$12.9 million more than the projected for FY 2009.

Total Revenue	FY 2009 Budget	FY 2009 Actual	Variance
Consolidated MTW Sources	\$187,555,817	\$200,013,060	\$12,457,243
Special Purpose Sources	\$10,126,116	\$10,608,544	\$482,428
<b>Total</b>	<b>\$197,681,933</b>	<b>\$210,621,604</b>	<b>\$12,939,671</b>

## SECTION V: USES OF FUNDS

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### Planned Expenditures by Budget Line Item Compared with Actual Expenditures

This section presents a comparison between the budgeted and actual expenditures for FY 2009 for both the consolidated MTW programs and the special purpose programs. A summary of the status of reserves is also provided.

Significant reductions in the budgeted expenditures are related to capital projects. Specifically, over \$19 million in consolidated MTW funds budgeted for site acquisition were not used. In addition, approximately \$4.5 million in Section 8 reserves budgeted for HOPE VI and Capital Projects were not used.

Consolidated MTW Expenditures	FY 2009 Budget	FY 2009 Actual	Variance
Administration Salaries	\$8,766,758	\$9,278,172	\$511,414
Administration Benefits	\$4,139,898	\$4,468,577	\$328,679
Administration Other	\$3,218,370	\$5,794,138	\$2,575,768
Tenant Services Salaries	\$524,430	\$239,757	-\$284,673
Tenant Services Benefits	\$279,607	\$107,025	-\$172,582
Tenant Services Materials/Contracts	\$15,144	\$11,730	-\$3,414
Utilities	\$2,670,000	\$2,475,816	-\$194,184
Maintenance Salaries	\$3,979,851	\$4,482,838	\$502,987
Maintenance Benefits	\$2,806,832	\$3,259,189	\$452,357
Maintenance Materials	\$1,231,057	\$1,870,041	\$638,984
Maintenance Contracts	\$3,854,672	\$4,496,467	\$641,795
Police Services Salaries	\$1,641,109	\$1,909,845	\$268,736
Police Services Benefits	\$687,498	\$759,063	\$71,565
Police Services Materials/Contracts	\$272,574	\$323,946	\$51,372
Housing Assistance Payments	\$117,461,891	\$113,696,385	-\$3,765,506
General	\$5,153,461	\$4,069,797	-\$1,083,664
Capital Fund Salaries/Benefits	\$2,038,079	\$1,702,800	-\$335,279
Capital Projects (HUD Funds)	\$8,994,000	\$5,552,009	-\$3,441,991
Capital Projects (Site Acquisition)	\$25,000,000	\$5,479,239	-\$19,520,761
Capital Equipment	\$834,400	\$328,866	-\$505,534
MTW Local Housing Program	\$500,000	\$0	-\$500,000
<b>Total</b>	<b>\$194,069,631</b>	<b>\$170,305,701</b>	<b>-\$23,763,930</b>

<b>Special Program Expenditures</b>	<b>FY 2009 Budget</b>	<b>FY 2009 Actual</b>	<b>Variance</b>
Administration Salaries	\$876,782	\$941,639	\$64,857
Administration Benefits	\$396,420	\$405,435	\$9,015
Administration Other	\$174,912	\$670,584	\$495,672
Tenant Services Salaries	\$51,595	\$0	-\$51,595
Tenant Services Benefits	\$20,839	\$0	-\$20,839
Tenant Services Materials/Contracts	\$160,000	\$23	-\$159,977
Maintenance Materials	\$465	\$393	-\$72
Maintenance Contracts	\$8,225	\$142,771	\$134,546
Police Services Salaries	\$5,269	\$9,792	\$4,523
Police Services Benefits	\$2,160	\$3,252	\$1,092
Police Services Materials/Contracts	\$133	\$13,896	\$13,763
Housing Assistance Payments	\$7,232,394	\$8,408,672	\$1,176,278
General	\$70,292	\$97,458	\$27,166
HOPE VI Salaries/Benefits	\$117,807	\$124,082	\$6,275
Retirees Medical Premiums	\$963,600	\$892,806	-\$70,794
Capital Equipment	\$230,000	\$0	-\$230,000
HOPE VI Projects (HUD Funds)	\$1,000,000	\$376,185	-\$623,815
HOPE VI Projects (Sec 8 Reserves)	\$4,300,000	\$2,370,518	-\$1,929,482
Capital Projects (Sec 8 Reserves)	\$24,825,000	\$22,201,987	-\$2,623,013
<b>Total</b>	<b>\$40,435,893</b>	<b>\$36,659,493</b>	<b>-\$3,776,400</b>

<b>Total Expenditures</b>	<b>FY 2009 Budget</b>	<b>FY 2009 Actual</b>	<b>Variance</b>
Consolidated MTW Uses	\$194,069,631	\$170,305,701	-\$23,763,930
Special Purpose Uses	\$40,435,893	\$36,659,493	-\$3,776,400
<b>Total</b>	<b>\$234,505,524</b>	<b>\$206,965,194</b>	<b>-\$27,540,330</b>

## Net Change in Reserves

The Authority realized an end-of-year net increase to reserves of \$3.6 million. This contrasts with a projected net reduction in reserve of nearly \$36.9 million.

Total Consolidated MTW	FY 2009 Budget	FY 2009 Actual	Variance
Total Revenue	\$187,555,817	\$200,013,060	\$12,457,243
Total Expenditures	\$194,069,631	\$170,305,701	-\$23,763,930
<b>Total</b>	<b>-\$6,513,814</b>	<b>\$29,707,359</b>	<b>\$36,221,173</b>

Total Special Purpose	FY 2009 Budget	FY 2009 Actual	Variance
Total Revenue	\$10,126,116	\$10,608,544	\$482,428
Total Expenditures	\$40,435,893	\$36,659,493	-\$3,776,400
<b>Total</b>	<b>-\$30,309,777</b>	<b>-\$26,050,949</b>	<b>\$4,258,828</b>

Total All Programs	FY 2009 Budget	FY 2009 Actual	Variance
Total Revenue	\$197,681,933	\$210,621,604	\$12,939,671
Total Expenditures	\$234,505,524	\$206,965,194	-\$27,540,330
<b>Total</b>	<b>-\$36,823,591</b>	<b>\$3,656,410</b>	<b>\$40,480,001</b>

## Level and Adequacy of Reserves

The FY 2009 reserve balance is \$48.9 million and is adequate to cover unanticipated gap spending in FY 2010.

Reserves	FY 2009 Budget	FY 2009 Actual	Variance
Section 8 Housing Choice Voucher Project Reserves	\$11,401,314	\$11,401,314	\$0
MTW Reserves (Section 8 Local Fund and Administrative Fee Reserves)	\$1,980,095	\$31,062,498	\$29,082,403
Public Housing Operating Reserves	\$5,000,000	\$5,000,000	\$0
State 12 and State 6 Reserves	\$2,957,000	\$0	(\$2,957,000)
Moderate Rehab and Shelter Care Plus Reserves	\$2,343,000	\$1,524,779	(\$818,221)
<b>Total Reserves</b>	<b>\$23,681,409</b>	<b>\$48,988,591</b>	<b>\$25,307,182</b>

## SECTION VI: CAPITAL PLANNING

### Planned vs. Actual Expenditures by Property

The table below provides a summary of the Agency's capital activities with a comparison between the projected and actual expenditures for FY 2009.

FY 2009 Capital Expenditures				
Projects	Source of Funds	Projected FY 2009 Expenditures	Actual FY 2009 Expenditures	Variance
3500 Bruce Street	CFP 2007	\$646,000	\$464,444	\$181,556
4203 Terrace Street	CFP 2007	\$400,000	\$474,785	-\$74,785
6916 Arthur	CFP 2007	\$500,000	\$338,547	\$161,453
6921 Fresno	CFP 2007	\$679,000	\$0	\$679,000
1739 89th Ave	CFP 2007	\$525,000	\$0	\$525,000
2381 E 21st Street	CFP 2007	\$319,000	\$0	\$319,000
Roofs	CFP 2007	\$0	\$327,202	-\$327,202
On Demand	CFP 2007	\$0	\$149,381	-\$149,381
	<b>Total</b>	<b>\$3,069,000</b>	<b>\$1,754,358</b>	<b>\$1,314,642</b>
9500-9510 Sunnyside Restoration	CFP 2008	\$600,000	\$0	\$600,000
Roofs	CFP 2008	\$1,200,000	\$247,854	\$952,146
Interior Enhancement UPCS	CFP 2008	\$2,000,000	\$528,273	\$1,471,727
CGI Consultant Fees	CFP 2008	\$225,000	\$380,576	-\$155,576
Oak Grove Elevators & Security	CFP 2008	\$400,000	\$119,579	\$280,421
Accessible Units	CFP 2008	\$500,000	\$0	\$500,000
AMP Office Improvements	CFP 2008	\$250,000	\$27,094	\$222,906
Administration	CFP 2008	\$2,038,709	\$1,322,224	\$716,485
Lockwood Moisture Barrier Project (Phase II)	CFP 2008	\$500,000	\$0	\$500,000
2056 35th Ave	CFP 2008	\$0	\$709,397	-\$709,397
2381 E 21st Street	CFP 2008	\$0	\$364,868	-\$364,868
1739 89th Ave	CFP 2008	\$0	\$675,865	-\$675,865
6916 Arthur	CFP 2008	\$0	\$426,235	-\$426,235
3500 Bruce Street	CFP 2008	\$0	\$429,467	-\$429,467
4203 Terrace Street	CFP 2008	\$0	\$70,470	-\$70,470
On Demand	CFP 2008	\$250,000	\$198,549	\$51,451
	<b>Total</b>	<b>\$7,963,709</b>	<b>\$5,500,451</b>	<b>\$2,463,258</b>
Exterior Deferred Maintenance and Repairs (Building Envelope Program)	MTW Reserves	\$16,825,000	\$17,823,365	-\$998,365
Lion Creek Crossing (Coliseum HOPE VI) - Infrastructure & Park	MTW Reserves	\$3,000,000	\$1,597,690	\$1,402,310
Lion Creek Crossing (Coliseum HOPE VI) - Homeownership	MTW Reserves	\$0	\$0	\$1,300,000
Lion Creek Crossing (Coliseum HOPE VI) - Phase 4	MTW Reserves	\$1,300,000	\$772,808	-\$772,808

FY 2009 Capital Expenditures				
Projects	Source of Funds	Projected FY 2009 Expenditures	Actual FY 2009 Expenditures	Variance
Tassafaronga	MTW Reserves	\$8,000,000	\$4,378,623	\$3,621,377
Locally-Developed Housing Program (Site Acquisition)	MTW Reserves	\$25,000,000	\$5,480,861	\$19,519,139
	<b>Total</b>	<b>\$54,125,000</b>	<b>\$30,053,346</b>	<b>\$24,071,654</b>
	<b>Grand Total</b>	<b>\$65,157,709</b>	<b>\$37,308,155</b>	<b>\$27,849,554</b>

### Narrative Discussion/Explanation of Difference

Differences between the projected and actual capital expenditures are explained below.

#### Capital Fund

- 3500 Bruce – Approximately \$437,000 in the FY 2008 budget for this project were not spent in FY 2008. Due to the project schedule, costs were shifted from FY 2008 to FY 2009.
- 4203 Terrace – Approximately \$397,000 in the FY 2008 budget for this project were not spent in FY 2008. Due to the project schedule, costs were shifted from FY 2008 to FY 2009.
- 1739 89<sup>th</sup> Ave – Approximately \$772,000 in the FY 2008 budget for this project were not spent in FY 2008. Due to the project schedule, costs were shifted from FY 2008 to FY 2009.
- 9500-9510 Sunnyside – Project initiated in FY 2009 but no expenses were incurred before close of fiscal year.
- Roofs – Budget estimate did not account for planned changes in the administration of the roofing replacement program that shifted the planning and execution of contracts from the calendar year to the fiscal year.
- Accessible Units – This activity to evaluate the feasibility of upgrading specific Public Housing units in the scattered site portfolio was delayed due to the application and planning associated with the disposition. Procurement for architecture consultants is anticipated during the first quarter of FY 2010.
- Lockwood Moisture Project – Procurement was delayed due to the re-bidding of the project.
- 2056 35<sup>th</sup> – Approximately \$600,000 in change orders, including requirements identified by the City of Oakland Building Department, were not anticipated in the FY 2009 Capital Expenditure Budget.
- Lion Creek Crossings/Infrastructure and Park – Expenditures for the infrastructure portion of Phase 4 were less than anticipated due to delays in securing project financing.
- Lion Creek Crossings/Homeownership – Note that this line item incorrectly included \$1,300,000. Due to uncertainty in the capital markets and the for-sale housing market this line item should have been zero.
- Lion Creek Crossings/Phase 4 – Note that this line item was incorrectly listed with zero funding. It should have included \$1,300,000.

- Tassafaronga – Projected expenditures were less than anticipated due to a delay in the start of Phase II.
- Locally Developed Housing Program – Two acquisitions that were anticipated in the FY 2009 did not materialize.

**Scattered Sites – Local Fund**

The Building Envelope Program (BEP), developed by OHA in FY 2008, is a new approach of selective and specific improvements designed to address deferred maintenance in a more cost-effect manner than the traditional comprehensive modernization strategy. The BEP allows the Agency to spread its limited funding across more units and provide improved conditions for more residents. The budgeted amount of local funds allocated to scattered sites per the FY 2009 plan was \$16.8 million. The table below lists the sites that received upgrades as part of the BEP. Depending on the specific needs, the typical repairs and upgrades in the BEP include: fencing, structural upgrades, dry rot repairs, new roofs, gutters and downspouts, repairs to railings and stairs, new windows and sliding doors, exterior painting, paving and concrete walkways, landscaping, site drainage, garbage enclosures, improved security lighting, and new mail boxes.

<b>Scattered Sites Properties Included in the Building Envelop Program</b>
<b>Site Address</b>
1031 E 24th Street
1061 Elmhurst Avenue
1127 Foothill Blvd.
1128 E 15th Street
1227 E 17th Street
1246 E 24th Street
1305 E 25th Street
1323 MacArthur Boulevard
1324 E 32nd Street
1422 47th Avenue
1449 73rd Avenue
1465 Seminary Avenue
1486 77th Avenue
1500 38th Street
1608 11th Avenue
1617 50th Avenue
1632 E 19th Street
1716 E 20th Street
1726 38th Avenue
1730 85th Avenue
1737 E 15th Street
1815 28th Avenue
1815 88th Avenue
1853 38th Avenue

<b>Scattered Sites Properties Included in the Building Envelop Program</b>
<b>Site Address</b>
1900 Commerce Way
1900 E 24th Street
1919 E 15th Street
1928 96th Avenue
1951 E 24th Street
2000 E 21st Street
2017 E 24th Street
2030 E 25th Street
2032 E 26th Street
2102 E 17th Street
2110 25th Avenue
2115 38th Ave.
2126 High Street
2146 E 24th Street
2216 E 21st Street
2218 24th Avenue
2228 48th Avenue
2229 E 24th Street
2240 E 19th Street
2282 83rd Ave.
2284 E 17th Street
2309 98th Avenue
2323 E 22nd Street
2349 83rd Street
2353 E 24th Street
2402 E 27th Street
2416 88th Avenue
2430 E 22nd Street
2440 E 21st Street
2468 Coolidge Avenue
2511 11th Avenue
2529 9th Avenue
2558 35th Avenue
2607 12th Avenue
2626 E 21Street
2630 E 25th Street
2711 26th Avenue
2820 35th Avenue
2922 West Street
2961 Georgia Street
3010 - 314 E 16th Street
3017 West Street
3025 MLKJ Way
3102 Pleitner Avenue

<b>Scattered Sites Properties Included in the Building Envelop Program</b>
<b>Site Address</b>
3217 West Street
3228 Logan Street
3291 Lynde Street
3314 E 17th Street
3330 72nd Avenue
3336 Arkansas Street
3370 62nd Avenue
3532 Pierson Street
3590 Lincoln Avenue
368 62nd Street
3901 Webster Street
4100 Allendale Avenue
421 Oakland Avenue
4516 Fairfax Avenue
4520 Montgomery Street
454 36th Street
4737 Ygnacio Avenue
4903 Congress Avenue
4908 Congress Avenue
5009 Congress Avenue
5018 Melrose Avenue
5120 Shafter Avenue
5125 MLK Jr. Way
522 32nd Street
533 59th Street
537 32nd Street
541 29th Street
554 37th Street
557 46th Street
565 29th Street
565 45th Street
5651 MLK Jr. Way
578 58th Street
582 48th Street
59 Pearl Street
5914 Colby Street
594 63rd Street
5944 Bromley Avenue
5945 Bromley Avenue
6130 Hilton Street
6229 Hayes Street
6238 Seminary Avenue
6309 Baker Street
648 57th Street

<b>Scattered Sites Properties Included in the Building Envelop Program</b>
<b>Site Address</b>
656 - 666 53rd Street
6631 Laird Street
675 30th Street
678 29th Street
7000 Lacey Avenue
7107 Favor Street
716 34th Street
7209 Holly Street
725 39th Street - PP
727 37th Street
729 34th Street
734 Rand Avenue
7510 Ney Avenue
755 Alcatraz Avenue
7636 Ney Avenue
768 41st Street
7950 Ney Avenue
810 60th Street
827 52nd Street
837 60th Street
85 Garland Street
866 37th Street
873 32nd Street
880 45th Street
881 41st Street
9008 Cherry Street
9220 Sunnyside
9240 Bancroft Avenue
9320 Sunnyside Street
933 46th Street
9427 Plymouth Street
944 34th Street
945 44th Street
9615 E Street
9746 Plymouth Street
987 63rd Street

**HOPE VI Coliseum**

The following provides a summary of Lion Creek Crossings, the HOPE VI redevelopment of Coliseum Gardens:

- Infrastructure and Park - Approximately \$1.5 million of the \$3 million budgeted for this phase was spent in FY 2009. This reduction is related to the delays associated with securing project financing for Phase 4.

- Home Ownership – This phase of the project continues to be on hold due to project financing and uncertainty in the for-sale housing market.

### **Tassafaronga**

During FY 2009, OHA continued to assemble financing for the redevelopment of Tassafaronga Village, and initiated construction on Phase 2.

### **On Demand**

The On Demand budget was used to address a number of emergency repairs. The table below summarizes the projects funded through On Demand.

<b>On Demand Expenditures</b>		
<b>Site</b>	<b>Source of Funding</b>	
	<b>CFP07</b>	<b>CFP08</b>
Peralta Villa		\$52,640
2381 E 21St Street		\$51,360
727 37th Ave		\$23,890
869 Walker St	\$61,763	\$15,148
2056 35th Ave	\$3,147	
5661 MLK Way		\$13,690
880 45th St		\$12,853
2711 26th Ave		\$12,652
522 32nd St	\$77,948	\$8,661
9320 Sunnyside		\$7,016
Scattered	\$6,523	\$641
<b>Total</b>	<b>\$149,381</b>	<b>\$198,549</b>

### **Planned Homeownership Activities**

- Lion Creek Crossings – No progress was made on the home ownership phase of the project during FY 2009.
- Tassafaronga – The redevelopment of this site will include 22 ownership units developed in partnership with Habitat for Humanity.

## **SECTION VII: MANAGEMENT INFORMATION FOR OWNED/MANAGED UNITS**

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This section reports on a series of indicators for the management of the Public Housing program. It compares the targets set in the FY 2009 Annual Plan for the program's management to actual outcomes achieved. This includes the management of OHA's 3,221 public housing units, 307 of which are operated by private management under HOPE VI. OHA directly operates nine sites of 30 units or more and 254 small sites with an average of six units scattered throughout Oakland. Two properties, Oak Grove North and South, with a total of 152 units, are managed by a third party management company.

### **VACANCY**

The FY 2009 annual plan set a target three percent routine vacancy rate for the public housing program's entire housing stock (routine vacancies do not include units off line for redevelopment, modernization or out of service).

Vacancy rates for the scattered site program for FY 2009 was 6.4%, and for large public housing sites 6.8%. The long period of under funding in the public housing program had previously resulted in the deferral of maintenance and repairs and the resulting difficulty in leasing apartments. With the flexibility of funding under MTW, OHA has been able to invest significant resources to aggressively address deferred maintenance and building repairs. Taking advantage of MTW flexibility, a large number of units that became vacant during the fiscal year underwent major improvements, including installation of new kitchens and bathrooms and upgrades to flooring, windows, patios, decks and fencing.

This attention to enhancing vacancy turnover influenced a decision to take several smaller sites and portions of one senior site offline for renovations. The combination of an aged wait list and the lack of unit enhancements had been contributing factors to the increase in the annual vacancy rate earlier in the program year. Operational improvements began to have an impact on vacancy rates during the third quarter of this fiscal year. As of June 30, 2009, of the 2,000 families invited to interview for program eligibility, 219 families executed leases for units within the OHA portfolio.

During FY 2009, OHA intentionally depleted the wait list for all families and exhausted the list for families eligible for three- and four bedroom units in anticipation of moving the entire portfolio into a site based waiting list system during the first quarter of FY 2010. OHA plans to accept applications in FY 2010 for a lottery placement on twelve public housing site-based waiting lists. This will be the first time that OHA utilizes site based wait lists for each of its Asset Management Projects (AMPS). (See Attachment A for a list of OHA units by AMP and vacancy data as of June 30, 2009.)

## RENT COLLECTIONS

The FY 2009 Plan established a target for rent collections at over 95.5%. Actual annual rent collection for a nine-month period was 89.10% (three months are not included in the calculation due to data conversion to a new business system).

Significant progress has been made in initiating payback agreements with families. Per OHA policy, tenants who are delinquent in rent can remain in place and pay back the delinquent adjusted rent over time. The percentage reported currently reflects the total amount of delinquent payments from the negotiated pay back agreements, rather than the monthly payment or current amount due under the agreement. This results in a lower total rent collection percentage for the year. In order to more accurately track current changes as agreed to in the pay back agreements or a stipulated court judgment, the Authority is revising its business system to track on a monthly basis the current amount due under any pay back agreement.

The Agency expects that enhanced lease enforcement along with improved maintenance and renovated units will result in OHA reaching and sustaining the goal of consistently high rates of rent collections.

## WORK ORDERS

The FY 2009 Plan established a goal of abating 100 percent of emergency work orders within 24 hours and non-emergency work orders within 30 days.

### **At OHA managed sites:**

Emergency Work Orders: OHA received 318 emergency work orders, of which 100 percent were abated within 24 hours. While all emergency work orders were completed within 24 hours, the files do not support the timely entry and closure of 38 of the work orders. As suggested by the San Francisco HUD office during an EHS review in FY 2009, the Authority has created an enhanced Standard Operating Procedure for work orders to both document and ensure that EHS Work Orders are abated rapidly and entered correctly into the business system.

Non-Emergency Work Orders: OHA received a total of 6,055 non-emergency work orders. The average completion time was 11.71 days. One hundred percent were completed within 30 days. The reeducation in work orders is attributed to ongoing enhancements to units through the Building Envelopment Program and the upgraded renovations during unit turnover.

### **At properties managed by a private management companies:**

Emergency Work Orders: Private property management companies received 6 emergency work orders. One hundred percent of these were abated within 24 hours.

Non-Emergency Work Orders: Private property management companies received a total of 376 work orders. The average completion time was 3.6 days. One hundred percent were completed within 30 days.

## **INSPECTIONS**

The FY 2009 annual plan set for the Authority a goal of completing inspections on 100 percent of its owned and managed units. The Authority inspects all available public housing units and buildings on an annual basis. Units and buildings that are vacant and undergoing comprehensive modernization through the capital fund or HOPE VI are inspected when they are ready for re-occupancy.

This goal was met. Every available public housing unit was inspected during the year.

## **RESULTS OF INDEPENDENT PHAS INSPECTIONS**

HUD's Real Estate Assessment Center (REAC) conducts annual inspections of OHA's portfolio using the Public Housing Assessment System (PHAS). Included in these inspections is the Physical Assessment Subsystem (PASS), which determines whether a public housing authority's housing stock meets the standard of decent, safe and sanitary, and is in good repair.

The FY 2009 Inspections have not occurred, HUD is currently bidding the inspections and it is anticipated the inspections will be conducted sometime in the second quarter of FY 2010.

In order to improve PASS and REAC scores, the Oakland Housing Authority has initiated the following procedures:

1. OHA contracted with a property inspection firm with experience in Uniform Physical Condition Standards (UPCS) inspections to complete the FY 2008 annual physical inspections. As a result, 100% of the OHA Public Housing units were inspected using the UPCS standard in FY 2009.
2. An Authority staff team accompanied the UPCS inspector, ensuring that all health and safety infractions are addressed immediately or within 24 hours.
3. The aggregate inspection reports (both past REAC and our own UPCS inspections) for the site, including both interior and exterior reports, are being used to develop individual maintenance plans for troubled sites. Repairs are completed by staff teams on a priority system; sites with the lowest aggregate scores receive the highest priority.
4. Additionally, several sites with extremely low scores have been prioritized for significant renovations as part of the Building Envelope Program, including roofing, structural issues, plumbing, and drainage improvements.
5. The Authority has developed an enhanced regular vacancy renovation standard which has been used to improve the inventory of Authority units. This scope of work includes reducing moisture intrusion through window and weather stripping replacement, replacement of worn cabinetry, countertops, bath and kitchen improvements including the installation of low-flow toilets; and the replacement of worn and damaged interior doors and flooring.
6. The Authority's site intervention team provided mediation and referral services that addressed many tenant-related issues at problem sites. Additionally,

staffing per AMP has been significantly improved in the FY 2009 budget. The position of Assistant Property Administrator (APA) was added and tasked with lease enforcement activities. The APAs work with tenants to remedy and reduce tenant caused infractions, including housekeeping improvements to reduce vermin infestation, mold and mildew and enhanced enforcement of safety infractions including dismantling of smoke alarms and blocking exits.

## SECURITY

The primary law enforcement agency in the City of Oakland is the Oakland Police Department (OPD). The Oakland Housing Authority established its police department (OHAPD) to supplement OPD and provide increased levels of safety and security to residents living in Authority properties. During the 2009 fiscal year, OHAPD continued to focus its attention on crime and other community issues that effect public housing tenants and Section 8 participants, including:

**Employing pro-active measures toward reducing crime on and around Authority-owned properties:** OHAPD developed pro-active crime fighting strategies to combat illicit narcotics and criminal activity with the formation of a site intervention team. Two officers were assigned to this team, compared to three officers in FY 2008. The officers gave their full attention to problem properties, and worked with Community Service staff in the Office of Property Operations to reduce criminal activity. Disturbance, nuisance, and other quality of life issues were the primary focus of the site intervention team with an emphasis on targeting issues before they evolved into serious problems.

In FY 2009, staff assigned to this team held 202 community meetings and mediations. This was in addition to conducting surveillance operations and deploying other crime prevention strategies.

**Conducting regular analysis of calls for service to determine trends as well as types of calls OHAPD is receiving and adjusting workload assignments and officer deployment accordingly:** The Communications Center processed 8,638 incoming and outgoing telephone calls between July 1, 2008 and June 30, 2009. Calls for service (CFS) are the total number of calls that are either dispatched to or initiated by an officer. Calls for Service decreased in FY 2009 by 5.3 percent compared to the prior fiscal year.

Staff analyzed the Department's calls for service during calendar year 2008. This review produced statistics for each day of the week as well as each hour the department is staffed. Surprisingly, the busiest days of the week for the department are Wednesday and Thursday. Wednesdays had a total of 1,343 calls. Thursday had a total of 1,314 calls. Comparatively Friday had a total of 1,257 calls and Saturday had a total of 1,120 calls. The busiest hour was 10:00 A.M. with a total of 660 calls. This trend can be attributed to the first hour OHAPD officers are on-duty and receive calls from the answering service. Other periods of the day with high call volume included 12 Noon with 633 calls and 5:00 P.M. with 654 calls.

Based on an analysis of field observations and other sources of information, OHAPD was able to adjust its level and type of deployment to better address patterns of criminal activity. Strategies to combat issues included surveillance

operations, execution of search warrants, enhanced patrol and other pro-active police activities.

**Continuing to investigate fraud in the Section 8 and public housing programs:** During FY 2009, OHAPD's Fraud Investigations Unit (FIU) opened 175 investigations, and investigated and closed 88 cases. Many of these cases resulted in repayment agreements. The total amount recovered as a result of repayment agreements for FY 2009 was \$230,000.

**Increasing resident involvement through community outings and events:** Authority management and OHAPD officers continued to be involved in the community during FY 2009. Staff continued a tradition of sponsoring and working at the annual holiday splendor party. This event offers our seniors a night out for dinner, dancing and celebration during the holiday season. Staff also participated in National Night Out at several sites. Potluck dinners, forging community friendships, and a visit by the crime fighting dog McGruff were highlights of National Night Out activities at OHA properties. In addition, since 1995, OHAPD officers have contributed in excess of \$10,000 toward events and activities for residents.

**Expanding of OHAPD Communications center:** Construction was completed and the Communication Center was revamped. New terminals were added as well as work stations for officers to complete reports. Dispatchers now have two work stations, and access to more systems to improve our crime prevention and data gathering processes.

Another crime fighting tool that was added was the incorporation of the OPD 911 system. OHAPD communications staff has been able to review 911 calls for service that come into the City's communication center, and dispatch OHAPD officers promptly to these incidents. Reviewing 911 calls has provided an additional source of information about issues at particular sites that might have gone unknown.

**Maintaining national accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA):** On December 8 - 12, 2007, a team of law enforcement officials from different states, contracted through the Commission on Accreditation for Law Enforcement Agencies (CALEA), conducted an on-site assessment of the police department to determine if it has maintained compliance with CALEA Standards since the last assessment in 2004. Based on the assessment the department was awarded their third re-accreditation in Atlanta in March 2008. OHAPD was named as a "Flagship" Agency, symbolizing that OHAPD is among the best of the best. This accreditation has proven beneficial for the Police Department and has enhanced OHA's ability to provide professional services to our residents and the community at large. Another benefit CALEA offers OHAPD is a general reduction of liability exposure. OHAPD must apply for re-accreditation every three years. Accreditation is a lengthy, detailed process that has given the Police Department national recognition and improved the conduct of daily business. It has given officers clearer understanding of department rules and regulations as well as how the agency operates. Currently, only 10 percent of law enforcement agencies are accredited nationally, and with the "Flagship" status, OHAPD is in the top 10 percent of those accredited.

**Continuing Police Athletic League (PAL) activities which include camping trips and other outings with youth:** Relationships are at the core of youth development, and the department is dedicated to offering programs that will enhance relationships between our young residents and the police. In FY 2009, more than 40 children attended a three-day overnight summer camp with OHA police officers and staff.

**Conducting emergency action exercises:** Training was conducted with all OHAPD staff and Risk Management personnel. In March 2009, OHAPD, and Maintenance personnel, and portions of the Office of Property Operations attended emergency management training and a tabletop exercise. The tabletop exercise simulated simultaneous disasters and provided an opportunity for supervisors to make critical decisions regarding the allocation of staff and resources. These exercises are designed to prepare staff to manage an incident efficiently should one occur.

**Conducting resident surveys and using the survey results when developing patrol strategies:** OHA residents were surveyed on the quality of services provided by OHAPD, including overall safety, individual contacts with police, and neighborhood concerns. The information has been disseminated to police department staff, as well as other Authority departments. The results of the survey can be viewed in the last annual report on the OHAPD website at [www.ophapd.org](http://www.ophapd.org). The new survey will be completed by September 2009.

# **SECTION VIII: MANAGEMENT INFORMATION FOR LEASED HOUSING**

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## **LEASING INFORMATION**

### **Target vs. Actual Lease-Ups**

The 2009 annual plan projected that 97 percent to 100 percent of Section 8 units would be leased at the end of the fiscal year. OHA ended the fiscal year at 102 percent utilization rate. The organization exceeded its projected lease-up goal.

OHA conducts bi-monthly workshops to provide information to owners and to allow OHA staff to hear about issues that affect the Agency's clients. Furthermore, OHA has developed an Owner Advisory Board to maintain an open dialogue and improve relationships with owners.

OHA continues to conduct an engaging and interactive briefing for new program clients with the goal of helping them understand how to successfully apply for housing in the private market.

### **Information and Certification of Data on Leased Housing Management Narrative/Explanation of Differences**

#### **Ensuring rent reasonableness**

OHA continues to determine rent reasonableness for all new contracts and for all requests to increase rent according to HUD guidelines and existing OHA policy. OHA uses the web-based database, [www.gosection8.com](http://www.gosection8.com), to evaluate comparable market rents. Comparable rents are retrieved by geographic area and category for more efficient and specific comparisons.

#### **Expanding housing opportunities**

Site based wait lists have been established for projects under the Section 8 Project-Based Voucher program in support of the city's goal to develop new and rehabilitated housing opportunities for low income families. The Leased Housing Department oversees the site based wait lists to ensure compliance with HUD regulations and OHA policy.

#### **Deconcentration of low-income families**

The FY 2009 Annual Plan indicated that the Authority may examine and change policies for the deconcentration of low-income families via income targeting, revising payment standards and portability. OHA continues to strive to meet the goal of deconcentration in the Leased Housing Program by informing applicants of housing opportunities outside of the high poverty areas.

OHA entered in into an agreement with the Housing Authority of the County of Alameda (HACA) to streamline the portability process for voucher clients moving between neighboring jurisdictions. As of June 30, 2009, HACA served 1,100 of OHA's vouchers.

**Planned vs. Actual Inspections Completed by Category:**

The FY 2009 annual plan indicated that OHA would continue to conduct 100 percent of its annual, pre-contract, quality control and enforcement Housing Quality Standards (HQS) inspections.

<b>Planned Vs. Actual Inspections</b>		
<b>Inspection Type</b>	<b>Planned FY 2009</b>	<b>Actual FY 2009</b>
Annual	100%	100%
Pre-Contract	100%	100%
Quality Control	100%	100%
Enforcement	100%	100%

OHA achieved 100 percent of its annual, pre-contract, quality control and enforcement HQS inspections during the fiscal year.

Web-based software was deployed in June 2008 for scheduling all inspections. Notifications of repairs and scheduling can be done online and printed easily, resulting in improved efficiency. Data are readily available for quality control purposes and performance analysis.

# SECTION IX:

## RESIDENT PROGRAMS

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### PLANNED VS ACTUAL ACTIONS

#### NARRATIVE/EXPLANATION OF DIFFERENCE

The Oakland Housing Authority values supportive services for Public Housing residents and Section 8 participants that promote self-sufficiency, civic involvement and economic development. During FY 2009, OHA accomplished its supportive services goals by leveraging community resources and promoting resident leadership. The major emphasis continued to be life enrichment, workforce development and resident leadership. OHA clients accessed programs involving asset building and home ownership, self-sufficiency and job training, resident involvement and supportive services.

Despite limited funding, OHA maximized the use of partnerships with community based organizations as well as HOPE VI and Resident Opportunity for Self-Sufficiency (ROSS) grants to leverage resources to provide direct services to working age adults, school aged youth, older youth and seniors residents.

FY 2009 activities exceeded the annual plan's expectations, and included distributing brochures, flyers and articles about employment, family services, youth services, senior services and community building activities to families residing in public housing and Section 8 subsidized properties. Information was disseminated through neighborhood canvassing, community meetings, direct mailing campaigns, the resident newsletter and rent statements.

#### Life Enrichment Services

OHA provided life enrichment services through counseling, mediation, and referrals.

- Oakland's Park & Recreation Dept. – Hosted youth programs including after-school tutorial, sports and free summer lunch programs.
- United Seniors of Alameda County - Advocacy group that supports seniors living in multi-unit housing with community-building and life-improvement activities.
- St. Vincent de Paul – Provides fresh bakery goods, perishables and bread distribution to an average of 60 senior households once a week.
- Jack London Aquatic Center - Provides training and mentoring through water sports, kayaking and sportsmanship training
- Black Fire Fighters Association - Provided food baskets to 75 families for Thanksgiving.

## **Workforce Development and Section 3 Programs**

Seniors, working-age adults and older youth benefited from workshops, training, job readiness and job placement assistance. These services were provided through the following partnerships:

- Workforce Investment Board (WIB) - Workforce development partnership with over 60 public and private section organizations focused on employment and workforce development including the One Stop Career Centers.
- Section 3 - OHA refers residents to employment opportunities with OHA contractors. Of OHA contracts valued over \$200,000, there were 40 new Section 3 hires, of which four were public housing residents.
- Unity Council - Provides job training, GED, job placement assistance and employment support that specialize in assisting limited-English speaking clients.
- City of Oakland ASSETS - Provides job training and placement assistance to work-able seniors. Two ASSETT workers staffed the OHA Dial-a-Care senior support program and the Bay Area Community Service (BACS) lunch program at the Palo Vista Gardens Senior Community.
- East Bay Asian Local Development Corp (EBALDC) - Coordinated services with a collaborative of community partners to serve the 367 residents at the HOPE VI Lion Creek Crossings. Services that were made available included employment, education, day care, and computer training and youth programs.

## **Resident Program Highlights**

### **Self-Sufficiency**

- Through the distribution and posting of job training and employment opportunities on a monthly basis to public housing residents, 200 residents received direct referral and enrollment assistance for services.
- OHA partnered with the Oakland Adult School's Urban Roots to host a three-week course that teaches participants a new method of urban gardening using garden boxes with a built in drip system. Urban Roots strives to help families lower the cost of fresh produce and inspire potential entrepreneurial opportunities via the urban farmers market. Five OHA residents participated.
- OHA partnered with the Oakland Adult School's Urban Fire to host a six- and 12 week course focused entrepreneurial skills. At completion, participants developed a small business and a business plan. One OHA resident completed the training and has open an Oakland-based catering company called "Yes M'aam Foods."
- OHA hosted its first annual Kaplan College Orientation Workshop that included a panel of educators, students, and parents who have worked with Kaplan to prepare students for standardized enrollment testing. Six OHA families attended and enrolled in the program.

- The Family Self Sufficiency (FSS) Coordinator assisted 57 OHA residents with referrals to education enrollment, employment, child care assistance, life skills, job training, health services, credit repair, financial management, substance abuse and homeownership. Of the 57 individuals, 24 enrolled in the Public Housing Family Self Sufficiency (FSS) Program.
- Resident self sufficiency achievements included 23 youth connected with the City of Oakland Mayor's Summer Employment Program; one OHA graduating senior was awarded the Housing Authority Insurance (HAI) Group Scholarship Program to attend University of California Riverside; one resident graduated from the St. Vincent de Paul Culinary program and 6 residents obtained employment.

### **Life Enrichment**

- The Authority partnered with Jack London Aquatics Center (JLAC) to host several sessions of kayaking at a discount rate for youth, adult and senior residents with over 70 participants this summer.
- The Authority collaborated with the YMCA to host the American Recovery and Reinvestment (ARRA) funded Chef Academy to provide paid training program for youth at-risk youth between the ages 14-18 years of age on the basics of culinary arts and food handling safety. The program enrolled 15 youth of which 3 were OHA youth participants. Each participant will receive a \$700 stipend upon completion of the 7 week training program.
- The Authority Police Department partnered with the Oakland A's Baseball team to host family day at the Oakland A's game during the months of July and August. 20 tickets were issued to OHA families and 15 youth attended a game with the OHAPD to build community relations for youth 7-16 years of age.
- The OHA Police Department hosted a 3-day youth summer camp at Jones Gulch camp site in the Santa Cruz Mountains. Forty OHA youth between the ages of 8 and 10 years attended. They were chaperoned by OHAPD community officers and participated in activities such as the zip line, horse back riding and archery.
- OHA hosted the 2009 Housing Authority Insurance (HIG) Group Poster Contest. Fourteen youth participated in the safety poster and essay contest. This year's theme was "Safety in the Playground". Each participant was awarded a \$5.00 gift card for participating.

### **Civic Involvement**

- Thirty two public housing developments participated in this year's 2009 National Night Out celebrations. All the families that participated received donated items including Safeway gift certificates, North Face clothing and children books. OHA supported all the events with light refreshments and paper goods.
- OHA re-established its partnership with Seasons of Sharing and hosted 12 families who received free concert tickets for the W. Hezekiah Williams Memorial Pianist Concert.

- The Site Intervention Team, with assistance from OHAPD Community Relations offices, facilitated 100 site meetings and 373 Individual meetings to mediate disputes or enforce individual lease compliance.
- The Resident Advisory Board (RAB) met with OHA staff to provide input to the planned disposition of the scattered sites, proposed changes to the Administrative Plan, the FY 2010 MTW Annual Plan and Budget, ARRA funding allocations, and to solicit input on the use of the resident participation funds and resident services plan.

## **Senior Services**

### **Health and Safety Education**

- Two senior developments hosted their Safety Training coordinated by OHAPD Community Relations Officer.
- Bay Area Community Services (BACS) facilitated two nutritional workshops on diabetes and heart disease at two senior developments.
- The Oakland Fire Department facilitated Fire Safety/9-1-1 Registry training for 32 senior families.
- The United Seniors of Oakland with Alameda County (USOAC) provided transportation for seniors to participate in the Annual Healthy Living Festival at Lake Merritt.
- The Health Insurance Counseling & Advocacy Program (HICAP) community education program hosted two workshops on the recent changes of Medicare and Medi-Cal coverage for families residing at senior developments.

### **Civic Involvement**

- Adele Court residents met with OHA Police Department to initiate the establishment of a Resident Patrol.

### **Life Enrichment Activities**

- Families at the three senior sites managed by the Authority regularly participated in on-site arts and crafts classes led by tenant teachers; community room movie nights; senior kayaking on the Oakland estuary; senior community meetings and monthly lunch social field trips.
- Bay Area Community Services (BACS) provided an average of 40 weekly trips to various grocery stores and served 1,740 meals to senior residents during the year.
- St. Vincent DePaul provided free garden vegetables and bakery goods weekly to over 249 senior families.

## **Results of Latest PHAS Resident Survey**

The MTW Agreement provides that during the term of the MTW demonstration, OHA will be evaluated by HUD on the basis of its Annual Report, in lieu of the Public Housing Assessment System (PHAS) or its successor system. The Authority will retain its status as a “High Performer” under PHAS until HUD develops a new PHAS regulation and the Agency can be fully scored.

OHA’s most recent RASS score was obtained in 2004; OHA was awarded six points out of 10. In 2005, 2006, and 2007 OHA received the maximum RASS score of 10 points due to a temporary exemption due to its participation in the MTW program.

## **Section 8**

**Family Self Sufficiency Program** - Family Self Sufficiency (FSS) is a voluntary program designed to assist Section 8 participants in achieving economic independence and self-sufficiency through education, job training, supportive services and employment. With the support of local programs and agencies, FSS combines case management and life skills training with each participant’s individual plan for education, training and employment.

The Leased Housing department has two full-time FSS Coordinators who partner with community-based non-profits that provide case management services to our families in areas such as job assessment and search, financial planning and life skills. The FSS program offers guidance in a trusting environment for families to challenge themselves and be stimulated through education and learning to achieve independence and self sufficiency.

FSS enrollment averages 225 families. During FY 2009 25 families successfully graduated from the program with average escrow amounts of approximately \$10,450. Of those currently enrolled in the program, 98, or 51 percent, have escrow savings accounts. The average account balance for all current participants is approximately \$4,500. An additional 42 new families enrolled in FSS during FY 2009.

## **SECTION X: OTHER INFORMATION AS REQUIRED BY HUD**

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### **RESULTS OF LATEST COMPLETED 133 AUDIT (Including program-specific OMB compliance supplement items, as applicable to the Housing Authority's Agreement)**

The most recent 133 Audit for FY 2008, prepared by Morris, Davis and Chan, LLP, was submitted to the Federal Audit Clearinghouse.

### **REQUIRED CERTIFICATIONS AND OTHER SUBMISSIONS (From which the Agency is not exempted by the MTW Agreement)**

The Authority previously submitted with its annual plan all those certifications from which it is not exempted by the MTW Agreement.

### **SUBMISSIONS REQUIRED FOR THE RECEIPT OF FUNDS**

All submissions required for the receipt of funds are transmitted to HUD under separate cover.

**Attachment A – Total Units by Asset Management Projects (AMP) and Vacancy Data as of June 30<sup>th</sup>, 2009**

Public Housing Sites as of June 30, 2009								
Development Number	Development Name	Total Units	Non Dwelling Use	Units Off-line	Total Avail. Units	Routine Vacancy	Vacancy Rate	Disposition Status
AMP CA003000101	Harrison Tower	101	2	0	99	2	2.0%	N/A
AMP CA003000102	Adel Court	30	0	0	30	3	10.0%	N/A
AMP CA003000103	Campbell Village	154	0	1	153	25	16.3%	N/A
AMP CA003000104	Lockwood Gardens	372	4	1	367	28	7.6%	N/A
AMP CA003000105	Oak Grove North	77	0	2	75	2	2.7%	N/A
MAP CA003000106	Oak Grove South	75	1	1	73	1	1.4%	N/A
AMP CA003000107	Palo Vista Gardens	100	1	16	83	6	7.2%	N/A
AMP CA003000108	Peralta Village	390	1	0	389	20	5.1%	N/A
AMP CA003000109	Scattered Sites	300	0	38	258	5	1.9%	<i>Approved</i>
AMP CA003000110	Scattered Sites	288	0	18	274	19	7.0%	<i>Approved</i>
AMP CA003000111	Scattered Sites	271	0	6	265	30	11.3%	<i>Approved</i>
AMP CA003000112	Scattered Sites	275	0	39	236	14	5.9%	<i>Approved</i>
AMP CA003000113	Scattered Sites	242	0	8	223	16	6.8%	<i>Approved</i>
AMP CA003000114	Scattered Sites	239	0	6	244	13	5.6%	<i>Approved</i>
	<b>Total Units</b>	<b>2,914</b>	<b>9</b>	<b>136</b>	<b>2769</b>	<b>184</b>	<b>6.6%</b>	

HOPE VI Developments as of June 30, 2009								
Development Number	Development Name	Total Units	Non Dwelling Use	Units Off-Line	Total Avail. Units	Routine Vacancy	Vacancy Rate	Disposition Status
AMP CA003000119	Lion Creek Crossings, Phases 1,2,3, and 4 (6722 Olmstead)	157	0	21	136	0	0.0%	N/A
AMP CA003000120	Foot Hill ( 6900 Foothill Blvd)	21	0		21	0	0.0%	N/A
AMP CA003000118	Chestnut Court (1088 West Grand)	45	0		45	1	2.2%	N/A
AMP CA003000115	Linden Court (1089 26th St)	38	0		38	0	0.0%	N/A
AMP CA003000117	Mandela Gateway (1350 7th Street)	46	0		46	4	8.7%	N/A
	<b>Total Units</b>	<b>307</b>	<b>0</b>	<b>21</b>	<b>286</b>	<b>5</b>	<b>2%</b>	

Summary Table for All Public Housing Sites As of June 30, 2009	
Unit Status	Totals
Total ACC Units	3,221
Total Non-Dwelling Use	9
Total Units Off-line	157
Total Available Units	3,055
Total Routine Vacancy	189
Vacancy Rate for All Units	6.2%

## Attachment B – Summary of Adopted Changes to the Section 8 Administrative Plan

<b>Chapter 3 - Eligibility</b>			
3-3	3-I.C.	Violence Against Women Act	Allows VAWA consideration in family breakup
3-31	3-III.G.	VAWA	Allows VAWA consideration in denial of assistance
			Allows VAWA consideration in tenant screening
			Allows VAWA consideration in moving with continued assistance
			Allows VAWA consideration when termination of participation would otherwise be proposed
			Allows VAWA consideration during informal hearings
			Allows VAWA bifurcating leases in certain situations
3-7	3-I.J.	Guest	Clarifies policy on children in joint custody arrangements
3-9	3-I.L.	Military Absences	Allows waiver of a 180 day time limit and consideration to assume guardianship
3-17	3-II.E.	Student Rule	Establishes policy on student eligibility, income calculation and clarifies verification of student status
3-24	3-III.C.	Repayments	Allows applicants 60 days to pay amounts owed to other PHAs unless the other PHA allows a longer time
3-30	3-III.F	Notice of Eligibility or Denial	Clarifies procedure for denial based on general suitability, criminal record or sex offender registration
3-34	Exhibit 3-1	Definition of Disabilities	Clarifies developmental disabilities and defines other disabilities in more detail
3-37	Exhibit 3-2	Student Rule	Student Rule Definition of Institution of Higher Learning
<b>Chapter 4 - Applications, Waiting List and Tenant Selections</b>			
4-4	4-II.B.	Organization of the Waiting List	Clarifies policy for establishing site-based waiting list for Project-Based Voucher program sites
4-5	4-II.C.	Opening the Waiting List	Clarifies policy for Special Admissions families and families eligible for targeted program preferences
4-8	4-II.E.	Reporting Changes while on WL	Adds policy that reported changes must be submitted in writing
4-8	4-II.F.	Purging the Waiting List	Adds policy to purge the waiting list when the "fallout rate exceeds 35%"
4-11	4-III.B.	Special Admissions	Allows special admission for families involuntarily displaced due to government action

4-12	4-III.B.	FUP Conversions	Adds policy to convert/graduate FUP participants to Housing Choice Voucher program funding
4-13	4-III.C.	Wait List Preferences	Clarifies preference for elderly, disabled, families, who live/work in Oakland now or at time of application
			Adds involuntarily displaced from affordable housing due to government action or financial insolvency
			Adds absorbing HUD or FEMA short term disaster assistance victims into OHA Section 8 program
			Adds a Family Unification preference for targeted funding admissions
			Adds a Homeownership preferences for admission of participant families from other OHA programs
4-14	4-III.C.	Order of Selection	Clarifies policy on the order of selection by preference
<b>Chapter 5 - Briefings and Voucher Issuance</b>			
5-14	5-II.E.	Suspension of Voucher Term	Clarifies policy on suspension of voucher term
<b>Chapter 6 - Income and Subsidy Determinations</b>			
6-32	6-I.M.	Exclusion From Annual Income	Adds Kinship payments and deferred VA disability payments to the list of excluded income
6-46	6-III.C.	Payment Standards	Allows flexibility in setting Payment Standards beyond 90-110% FMR if market demands
<b>Chapter 7 - Verification</b>			
7-16	7-II.D.	Family Relationships	Clarifies that head of household certification is sufficient unless there is reason to believe otherwise
7-18	7-II.E.	Verification of Student Status	Clarifies verification of student status in accord with the Student Rule in 3-II.E.
7-28	7-III.J.	Student Financial Assistance	Adds income verification requirements for the Student Rule in 3-II.E.
7-29	7-III.K.	Parental Income of Students	Adds income verification requirements for parents in accord with the Student Rule in 3-II.E.
<b>Chapter 8 - Housing Quality Standards</b>			
8-5	8-I.B	Additional Local Requirements	Clarifies water requirements for water heater safety dividers, deadbolt locks, appliances and mailboxes
8-10	8-I-E	Lead Based Paint	Clarifies OHA partners with Alameda County Lead Poisoning Prevention Program on testing and clearance

8-11	8-II.A	Independent Entity	Clarifies policy for HUD approved independent entity
8-12	8-II.A	Attendance at Inspections	Requires an adult over the age of 18 to be present at inspections
8-13	8-II.B	Initial Inspections	Changes the allowable time required for an owners to request reinspection of a failed unit from 15 to 10 days
8-15	8-II.C.	HQS	Risk-based inspection protocol:
		Housing Quality Standards	First passed inspection defers next inspection for 24 months
			Passed on second inspection means next inspection in 12 months
			Failed on second inspection means next inspection in 6 months
			Limits or restricts participation of owners who chronically fail HQS or are involved in enforcement action
8-19	8-II.G.	Abatement Period	Changes the maximum length of time that a HAP contract may be abated from 60 to 90 days
8-23	8-III.D.	Rent Reasonableness	Clarifies procedure and methodology for used for determining rent comparability
<b>Chapter 9 - General Leasing Policies</b>			
9-8	9-I.E.	Model Lease	Owner to provide own lease beginning 1-1-09 or next contract renewal. No more use of HUD model lease
<b>Chapter 10 - Moving with Continued Assistance</b>			
10-1	10-I.A.	Allowable Moves	Clarifies allowable moves under VAWA
10-3	10-I.B	Restriction on Moves	Updates policy if a tenant request to move is denied based on insufficient funding
10-6	10-I-C	Moving Process	Clarifies policy when the family does not locate a new unit and the transfer voucher term expires
10-11	10-II.B.	Port out briefing	OHA to require and will provide a port out briefing
10-17	10-II.C.	Port in briefing	OHA to require and will provide a port in briefing
<b>Chapter 11 - Reexaminations</b>			
11-5	11-I-D	Annual Reexaminations	Adds Student Rule requirements for annual reexaminations
11-8	11-II.B.	Changes in Family Composition	Clarifies policy on adding family members and minors without formal custody
11-11	11--II.C.	Changes Affecting Income	Allows an FSS participant to report increases in family income to increase their escrow account balance

<b>Chapter 12 - Termination of Assistance and Tenancy</b>			
12-1	12-I.B.	Zero HAP families	Extends 6 month participation at zero HAP to up to 24 months
12-2	12-I.D.	Mandatory Termination	Updates termination policy for VAWA and Student Rule requirements
12-7	12-I.E.	Other Authorized Terminations	Establishes policy for termination of HAP contracts due to insufficient funding
12-10	12-II.E.	Terminations VAWA	Clarifies termination policy and provisions related to VAWA
<b>Chapter 13 - Owners</b>			
13-3	13-I.A.	Owner Outreach	Identifies steps OHA takes to recruit and maintain landlord participation in the Section 8 program
13-7	13-I.D.	Owner Qualifications	Adds policy to limit or restrict owner participation under certain circumstances
<b>Chapter 15 - Special Housing Types</b>			
15-14	15-VII.C.	Homeownership Selection	Allows participants from other OHA programs to be selected for the Section 8 Homeownership program
15-19	15-VII.H.	Homeownership Down Payment	Clarifies policy on the homeownership participant family contribution
15-21	15-VII.K.	Homeownership Zero HAP	Extends 6 month participation at zero HAP to up to 24 months for Homeownership families
<b>Chapter 16 - Program Administration</b>			
16-4	16-II.B.	Voucher Payment Standards	Adds authorizations under MTW and clarifies policy in setting the Voucher Payment Standard
16-14	16.III.C.	Informal Hearings	Updates policy that OHA may use contracted personnel or identified OHA staff as Informal Hearing Officers
<b>Chapter 17 - Project-Based Vouchers (New Chapter)</b>			
17-2	17-I.A.	Overview	Establishes policy and list MTW authority in the administration of Project-Based Vouchers
17-7	17-II.B.	Selection Procedures	Allows PBV RFP for Sponsor-Based Housing
17-8			Identifies the City of Oakland NOFA process as the competition to award Project- Based Vouchers
17-9			Establishes policy to selected certain projects without a competitive process
17-9			States City of Alameda is OHA independent entity for rent setting and inspection of OHA PBV units

17-12	17-II.D.	Prohibition of Certain Units	Allows PBV to be attached to HOPWA and MHSA units
17-13	17.II.F.	Cap on Number of PBV Units	Allows project-based assistance to be attached to up to 100 percent of the units in a project
17-18	17.IV.B.	Agreement Terms	Allows modification of the prescribed HUD PBV agreement to reflect conditions granted under MTW authority
17-21	17-V.A.	HAP Contract Terms	Allows modification of the prescribed HUD PBV HAP to reflect conditions granted under MTW authority
17-22	17.V.B.	Term of the HAP Contract	Allows 15 year HAP contract term and 15 year renewal agreement
17-24	17.V.C.	Amendments to HAP Contract	Allow OHA to substitute (float) PBV units within a project
17-28	17-VI.B.	Eligibility for PBV Assistance	Allows site-based wait list independent of OHA Section 8 wait list
17-30		In-Place Families	Clarifies policy for the protection of in-place families
17-31		Public Housing Conversions	Public Housing Conversion families are exempt from PBV required 12 month minimum stay
17-32	17-VI.C.	Organization of the Waiting List	Adds policy for establishing PBV site-based waiting lists
17-37	17-VII.B.	Lease Requirements	Adds additional lease requirements for unit with accessibility features
17.40	17-VIII.C.	Under-Occupied Units	Allows owner to continue a PBV assisted tenancy and accept a lower rent based on the family certification
17-41	17-VIII.C.	Moves	Requires that PBV transfers are subject to a 1:1 pull from the HCV waiting list

**Attachment C – Amended Section 8 Administrative Plan, June 1, 2009**