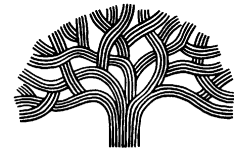


CITY OF OAKLAND



Affordable Housing & Infrastructure Bond (I-Bond) Public Oversight Committee
1 Frank H. Ogawa Plaza, Hearing Room 2
Oakland, California 94612

All persons wishing to address the Committee must complete a speaker's card, stating their name and the agenda item (including "Open Forum") they wish to address. The Committee may take action on items not on the agenda only if findings pursuant to the Sunshine Ordinance and Brown Act are made, that the matter is urgent or an emergency. Presentations are limited to three minutes.

The Affordable Housing & Infrastructure (I-Bond) Public Oversight Committee meetings are held in wheelchair accessible facilities. Contact Treasury Bureau, 150 Frank Ogawa Plaza, Suite 5330, or call (510) 238-6508 for additional information.

AGENDA

REGULAR MEETING of the AFFORDABLE HOUSING & INFRASTRUCTURE (I-BOND) PUBLIC OVERSIGHT COMMITTEE

MEMBERSHIP

Ellen Wu, Chairperson
Daniel Swafford, Vice Chairperson
Gloria Bailey-Ray, Member
Carroll Fife, Member
Baldomero Gonzalez, Member
Danielle J. Harris, Member
Gary Jimenez, Member
Ken Lupoff, Member
Michael Pyatok, Member

DATE: Monday, December 2, 2019
TIME: 5:00 pm – 7:00pm
PLACE: 1 Frank Ogawa Plaza, Hearing Room 2
Oakland, California 94612

ORDER OF BUSINESS

- I. Roll Call and Determination of Quorum
- II. Open Forum/Public Comment

Affordable Housing & Infrastructure Bond (I-Bond)
1 Frank H. Ogawa Plaza, Hearing Room 2
Oakland, California 94612

- III. Introduction of New Member Baldomero Gonzalez for District 1
- IV. Approval of Draft Minutes from the Committee meeting of September 23, 2019
- V. Review and Discuss Final Report Template and Questionnaire [\(Attachment A\)](#)
 - a. Department of Transportation
 - b. Public Works Department
 - c. Housing Community Development Department
- VI. Agenda Report Scheduling to Finance Committee
- VII. Status on Form 700 Filing
- VIII. Committee Member with Terms Ending December 31, 2019
 - a. Application Process
- IX. Discussion of Next Steps
 - a. Identify Future Agenda Items
 - b. Confirm next meeting
- X. Open Forum/Public Comment
- XI. Adjournment

A COMMITTEE MEETING of the Affordable Housing & Infrastructure Bond (I-Bond) Public Oversight Committee (the “I-Bond Committee”) was held on September 23, 2019 in Hearing Room 3, One Frank Ogawa Plaza, Oakland, California.

I. Roll Call and Determination of Quorum

- Committee Members
Present:
- Ellen Wu, Chairperson
 - Danielle J. Harris, Member
 - Michael Pyatok, Member
 - Gloria Bailey-Ray, Member
 - Carroll Fife, Member

- Committee Member
Absent:
- Daniel Swafford, Vice Chairperson
 - Gary Jimenez, Member
 - Ken Lupoff, Member

- Additional Attendees:
- David Jones, Secretary
 - Ravi Patel, Deputy City Attorney

The meeting was called to order at 5:12 pm by Secretary David Jones.

II. OPEN FORUM/PUBLIC COMMENT

No Public Speaker.

III. APPROVAL OF DRAFT MINUTES for Meetings July 1, 2019

Member Carroll Fife motioned to approve the minutes without changes; Member Danielle J. Harris seconded the motion and minutes were approved.

IV. FY 2019-2021 Budget Summary

A budget summary was given by each department (Department of Transportation, Department of Public Works, and Housing Community Development) to the committee on projects funded with Measure KK money.

V. Review of Draft Report Template (*Attachment A-1 DOT/ OPW and Attachment A-2 HCD*)

Committee Members and department staffs discussed the information on the templates and addressed questions on the data requested to have a standard template to be used when the Committee prepares an agenda report to Finance and Management Committee or City Council. Chairperson Wu proposed to form an Ad Hoc committee to work with

department staffs to finalize the template format. The Ad Hoc committee is comprised of Chairperson Wu, Member Pyatok, Member Fife, and Member Harris.

Public Speaker:

1. Mona Sabri – Expressed the needs and seeking funding for Ms. Sabri’s empty lot in a residential area on 81st for a 4-6 units.

VI. Appointment of Committee Member Baldomero Gonzalez for District 1 by City Council on September 17, 2019

Secretary Jones informed the Committee new member Baldomero Gonzalez could not attend this meeting, but that member Baldomero Gonzalez is working with Treasury to go through the sworn process prior to attending the next meeting.

Public Speakers:

1. John M’Kenna – Expressed interest in becoming a member of the I-Bond Committee in the future.

VII. Form 700 Filing

Each member will be contacted via email to complete Form 700.

VIII. Discussion of Next Steps

- a. Identify Future Agenda Items: Invite all three departments (Oakland Public Works, Department of Transportation and Housing Community Development) to the next scheduled meeting to address the information/data in the template.
- b. Confirm next meeting: Meeting date and time has been scheduled tentatively as follows:
 - Monday, December 2, 2019 at 5:00-7:00PM

IX. OPEN FORUM/PUBLIC COMMENT

No Public Speakers.

X. ADJOURNMENT

The meeting adjourned at 7:15 pm

DAVID JONES, COMMITTEE SECRETARY

DATE

A COMMITTEE MEETING of the Affordable Housing & Infrastructure Bond (I-Bond) Public Oversight Committee (the "I-Bond Committee") was held on July 1, 2019 in Hearing Room 3, One Frank Ogawa Plaza, Oakland, California.

I. Roll Call and Determination of Quorum

Committee Members

Present:

- Ellen Wu, Chairperson
- Daniel Swafford, Vice Chairperson
- Danielle J. Harris, Member
- Michael Pyatok, Member
- Gloria Bailey-Ray, Member
- Carroll Fife, Member
- Ken Lupoff, Member
- Gary Jimenez, Member

Committee Member

Absent:

- N/A

Additional Attendees:

- David Jones, Secretary
- Dawn Hort, Principal Financial Analyst
- Ravi Patel, Deputy City Attorney

The meeting was called to order at 5:05 pm by Secretary David Jones.

II. OPEN FORUM/PUBLIC COMMENT

Public Speakers:

1. Christine Miller (ACCE)
2. David Lyons (ACCE)
3. Alma Del Angel (ACCE)

III. Welcome New Committee Member Danielle J. Harris

New Committee Member Danielle J. Harris provided a brief introduction about herself.

IV. APPROVAL OF DRAFT MINUTES for Meetings March 18, 2019

Vice Chairperson Swafford motioned to approve the minutes without changes; Chairperson Wu seconded the motion and minutes were approved.

V. **Review of Draft Report Template (Attachment A-1 DOT/ OPW and Attachment A-2 HCD)**

Committee Members reviewed and discussed developing a template for the next City Council reporting assessing how well the money is spent and how it may impact social equity, displacement and affordable housing.

VI. **Resignation Update of Committee Members**

- a. Member Lauren Westreich resigned and new Committee Member Harris will assume her duties for District 4.
- b. Staff is working with the Mayor's Office to find a replacement for resigned Committee Member Campos for District 1.

VII. **Discussion of Next Steps**

- a. Identify Future Agenda Items: Invite all three departments (Oakland Public Works, Department of Transportation and Housing Community Development) to the next scheduled meeting to present a brief summary of the final budget and address questions regarding the draft template.
- b. Confirm next meeting: Meeting date and time has been scheduled as follows:
 - Monday, September 23, 2019 at 5:00-7:00PM

VII. **OPEN FORUM/PUBLIC COMMENT**

No Public Speaker

VIII. **ADJOURNMENT**

The meeting adjourned at 6:53 pm.



DAVID JONES, COMMITTEE SECRETARY

9/23/19

DATE

Attachment A-1

Questions Regarding Expenditure of Measure KK Funds

OPW and OakDOT

Thank you for providing us with information about the expenditures of Measure KK infrastructure bond funds. Please complete the attached spreadsheet with details about the projects, as well as the questions below. In addition to listing the projects that have been allocated funds, please complete the spreadsheet with the top five projects that did not score high enough to get funded.

1. Please describe how the new CIP prioritization process was used.
2. What is limiting your capacity to implement the projects? How do you plan to address these issues?
3. Please describe how staff vacancies have impacted your ability to implement the project and spend the funds. How long have these positions been vacant?
4. How are decisions made about what parts of the project goes to an external consultant versus city staff? What factors are being considered?
5. Please list the projects that are currently on the CIP list that were not on the list in the 2017-2019 budget cycle, regardless if they were allocated bond funding. Which of these received bond funding?

Reported information as of: (fill in date)

Name of Project	Address/Location	Description of Project that was used to evaluate it	Department (Park, Library, Fire, etc.)	Funding Round (1 or 2)	Which bucket is funding from (parks, library, fire, etc.)	Funding Allocated

Attachment A-1

Funds Spent as of X	Funding Encumbered	% Spent & Encumbered	Balance Remaining	How much other funding was leveraged? Please list the funding amount and source	% spent on external consultants

Attachment A-1

% spent on city staff	% spent on overhead	Original timeline	Project start date	What phase is the project in?	Is the project progressing w/in original timeline? If no, why not?

Attachment A-1

Is project anticipated to be completed after original timeline? If yes, why?	Project Status	Please describe the community engagement process	What stormwater elements are included? If none, please explain	What are the multi-benefit elements of this project?	Census Tract	City Council District	What was the CIP score?

Attachment A-2

Questions Regarding Expenditure of Measure KK Funds

HCD

Thank you for providing us with information about the expenditures of Measure KK infrastructure bond funds. Please complete the attached spreadsheet with details about the projects, as well as the questions below.

1. Is there anything limiting your capacity to use the funds? How do you plan to address these issues?
2. Please describe how staff vacancies have impacted your ability to implement the programs and spend the funds. How long have these positions been vacant?
3. What is the current average AMI for all of the units? How are you ensuring that 20% of all new construction units needs to be below 30% AMI?
4. Describe any criteria or point system that was used to determine which projects received funding.
5. For the acquisition rehab projects, please describe the resident participation that the developer has used.
6. For new construction projects, are there requirements for the developer to engage in a community acceptance process and if so, what are they? How do you ensure that the developer actually implements the process?
7. How much of the infrastructure bond funds has been allocated to rehabilitation compared with new construction?
8. For occupied acq-rehab, do the affordability numbers reflect the affordability level of the rents at acquisition or the income levels of residents?
9. What demographic data, specifically race/ethnicity, do you collect for initial occupancy and annual reporting?
10. Do you have a plan to lower rents over time? If so, please describe. If not, please describe how you plan to stabilize or regulate rents over the long term.

Attachment A-2

<i>Project Type</i>	<i>Project Name</i>	<i>Developer/ Project Sponsor</i>	<i>Location/ Address</i>	<i>Council District</i>	<i>Census Tract</i>	<i>Funding Round (1 or 2)</i>	<i>Funding Awarded</i>	<i>Funding Encumber ed</i>	<i>Funds Spent</i>	<i>Unspent funds as of</i>	<i>Total Number of Units</i>
---------------------	---------------------	---	------------------------------	-----------------------------	-------------------------	---------------------------------------	----------------------------	------------------------------------	------------------------	------------------------------------	--------------------------------------

Income Mix (# of units)	Unit Size Mix (# of units)			
Extremely Low-Income @ <20% AMI	Extremely Low-Income @ 21-30% AMI	Very Low-Income @ 31-50% AMI	Low-Income @ 51-80% AMI	Moderate-Income @ 81-120% AMI
			Market Rate	Manager's Unit
				SRO
				Studios
				1 BR
				2 BR

Total Bedrooms	Housing Type (select all that apply)	Target Population (# of units)	PSH Units	Affordable Ownership Units	Number of units occupied at time of acquisition	Total Project Budget
3 BR		HIV/AIDS				
4 BR		TAY				
		Homeless				
		Persons with Disabilities				
		Veterans				

Total City Contribution	City Contribution Per Unit	City Contributions Per Affordable Unit	City Contribution by Source
			Impact Fee
			Jobs/Housing Linkage
			Boomerang Funds
			Loan Repayments
			Measure KK
			Low/Mod Repayments
			HOME
			Land Sale Proceeds
			Other

<p>A1 Contribution</p>	<p>LHHC Contribution</p>	<p>Total State funding contribution</p>	<p>Private Debt</p>	<p>Other</p>	<p>Funding Gap</p>	<p>Date of First City Funding Commitment (MM/YY)</p>	<p>Date of first loan closing</p>	<p>Operating Subsidy</p>	<p>Operating Subsidy Source (select all that apply)</p>	<p>Units Receiving Operating Subsidy</p>	<p>Development Status</p>	<p>Construction Start Date</p>
-----------------------------------	-------------------------------------	--	--------------------------------	---------------------	-------------------------------	---	--	-------------------------------------	--	---	--------------------------------------	---

Attachment A-2

Entitlement Status	Original Expected Date Units Come Online	Expected Date Units Come Online	Actual Date of Completion	Date of 50% Occupancy	Date of 100% Occupancy	Additional Details/Notes	Last Updated by Staff (YY-MM-DD)	For Mapping	Properties where tenants were at high risk of displacement
								Latitude	Longitude

Was there tenant organizing prior to purchase	Resident Demographics							
Property is in poor condition	Asian Households	Black Households	Latinx Households	Native American and Alaskan Native	NHOPI	White Households	"Other" Race/Ethnicity Household	Decline to State
Property owner in violation of or has multiple complaints about building code deficiencies	Asian Households	Black Households	Latinx Households	Native American and Alaskan Native	NHOPI	White Households	"Other" Race/Ethnicity Household	Decline to State
Current tenants include vulnerable populations	Asian Households	Black Households	Latinx Households	Native American and Alaskan Native	NHOPI	White Households	"Other" Race/Ethnicity Household	Decline to State
For unoccupied properties, proposals serving homeless and/or extremely low-income households will be prioritized	Asian Households	Black Households	Latinx Households	Native American and Alaskan Native	NHOPI	White Households	"Other" Race/Ethnicity Household	Decline to State

Attachment A HCD Template

information as of: (fill in date)

	<i>Project Type</i>	<i>Project Name</i>	<i>Developer/Project Sponsor</i>	<i>Location/Address</i>	<i>Council District</i>	<i>Census Tract</i>	<i>Funding Round (1 or 2)</i>	<i>Funding Awarded</i>	<i>Funding Encumbered</i>	<i>Funds Spent</i>	<i>Unspent funds as of</i>
(Please number these rows for reference)											

- 1
- 2
- 3
- 4
- 5
- 6

Total Number of Units	Income Mix (# of units)						Unit Size Mix (# of units)					
	Extremely Low-Income @ <20% AMI	Extremely Low-Income @ 21-30% AMI	Very Low- Income @ 31- 50% AMI	Low- Income @ 51- 80% AMI	Moderate- Income @ 81-120% AMI	Market Rate	Manager's Unit	SRO	Studios	1 BR	2 BR	3 BR

	<i>Total Bedroom s</i>	<i>Housing Type (select all that apply)</i>	<i>Target Populatio n (# of units)</i>					<i>PSH Units</i>	<i>Affordabl e Ownersh ip Units</i>	<i>Number of units occupied at time of acquisitio n</i>	<i>Total Project Budget</i>	<i>Total City Contribution</i>
	<i>4 BR</i>		<i>HIV/AIDS</i>	<i>TAY</i>	<i>Homeless</i>	<i>Persons with Disabilit ies</i>	<i>Veterans</i>					

<i>City Contribution Per Unit</i>	<i>City Contributions Per Affordable Unit</i>	<i>City Contribution by Source</i>									<i>A1 Contribution</i>	<i>LIHTC Contribution</i>
		<i>Impact Fee</i>	<i>Jobs/Housing Linkage</i>	<i>Boomerang Funds</i>	<i>Loan Repayments</i>	<i>Measure KK</i>	<i>Low/Mod Repayments</i>	<i>HOME</i>	<i>Land Sale Proceeds</i>	<i>Other</i>		

Total State funding contribution	Private Debt	Other	Funding Gap	Date of First City Funding Commitment (MM/YYY)	Date of first loan closing	Operating Subsidy		Development Status	Construction Start Date	Entitlement Status
						Operating Subsidy Source (select all that apply)	Units Receiving Operating Subsidy			

<i>Original Expected Date Units Come Online</i>	<i>Expected Date Units Come Online</i>	<i>Actual Date of Completion</i>	<i>Vacancy Rate as of XX</i>	<i>Regulatory Agreement Executed? (Y/N)</i>	<i>Effective Date of Regulatory Agreement</i>	<i>Date of 100% Occupancy</i>	<i>Additional Details/Notes</i>	<i>Last Updated by Staff (YY- MMDD)</i>	<i>For Mapping</i>
									<i>Latitude</i>

	Project Score	Priority scores							R		
Longitud e		Propertie s where tenants were at high risk of displacement	Property is in poor condition	Property owner in violation of or has multiple complaints about building code deficiencies	Current tenants include vulnerable populations	For unoccupied properties, proposals serving homeless and/or extremely low-income households will be prioritized	Propertie s with 3+ bedroom units	Property will be acquired by a permanently affordable community land trust, permanently affordable housing cooperative, and/or will be operated as permanently supportive housing (y/n)	Asian Househol ds	Black Househol ds	Latinx Househol ds

Resident Demographics					Was there tenant organizing prior to purchase
------------------------------	--	--	--	--	--

Native American and Alaskan Native	NHOPI	White Households	"Other" Race/Ethnicity Household	Decline to State
---	--------------	-------------------------	---	-------------------------

Questions Regarding Expenditure of Measure KK Funds

HCD

Thank you for providing us with information about the expenditures of Measure KK infrastructure bond funds. Please complete the attached spreadsheet with details about the projects, as well as the questions below.

1. Is there anything limiting your capacity to use the funds? How do you plan to address these issues?
2. Please describe how staff vacancies have impacted your ability to implement the programs and spend the funds. How long have these positions been vacant?
3. What is the current average AMI for all of the units? How are you ensuring that 20% of all new construction units needs to be below 30% AMI?
4. Describe any criteria or point system that was used to determine which projects received funding.
5. For the acquisition rehab projects, please describe the resident participation that the developer has used.
6. For new construction projects, are there requirements for the developer to engage in a community acceptance process and if so, what are they? How do you ensure that the developer actually implements the process?
7. How much of the infrastructure bond funds has been allocated to rehabilitation compared with new construction?
8. For occupied acq-rehab, do the affordability numbers reflect the affordability level of the rents at acquisition or the income levels of residents?
9. What demographic data, specifically race/ethnicity, do you collect for initial occupancy and annual reporting?

10. Do you have a plan to lower rents over time? If so, please describe. If not, please describe how you plan to stabilize or regulate rents over the long term.

11. How do you collect information about occupancy rates and how is this information used to start the 55 year affordability clock?

OPW and OakDOT Template

<p>Reported information as of: (fill in date)</p>
--

(Please number these rows for reference)	Name of Project	Address/Location	Description of Project	Department (Park, Library, Fire, etc.)	Funding Round (1 or 2)	Which bucket is funding from (parks, library, fire, etc.)	Funding Allocated
1							
2							
3							
4							

Funds Spent as of X	Funding Encumbered	% Spent & Encumbered	Balance Remaining (minus encumbered)	Total cost of project	How much other funding was leveraged?

Sources of leveraged funding	% of KK funds spent on soft costs	% of KK funds spent on hard costs	% of KK funds spent on soft costs (Report when project is complete)	% of KK funds spent on hard costs (Report when project is complete)	What date was the project assigned to staff?

What phase is the project in?	Project completion date	If the project is delayed, please describe the reason for the delay	Please list community engagement methods	What stormwater elements are included? If none, please explain	What pedestrian safety improvements were included	What bicycle safety improvements were included

Was repaving done (y/n)	Which existing city plans does the project align with	What was the total CIP score?	What was the CIP score for Equity Q 1a	What was the CIP score for Equity Q 1b	What was the CIP score for Safety Q 2a	What was the CIP score for Safety Q 2b	City Council District

Questions Regarding Expenditure of Measure KK Funds

OPW and OakDOT

Thank you for providing us with information about the expenditures of Measure KK infrastructure bond funds. Please complete the attached spreadsheet with details about the projects, as well as provide answers to the questions below. In addition to listing the projects that have been allocated funds, please complete the spreadsheet with the top five projects that did not score high enough to get funded.

1. Please describe how the new CIP prioritization process was used.
2. What is limiting your capacity to implement the projects? How do you plan to address these issues?
3. Please describe how staff vacancies have impacted your ability to implement the project and spend the funds. How long have these positions been vacant?
4. How are decisions made about what parts of the project goes to an external consultant versus city staff? What factors are being considered?
5. What community engagement activities have worked well and what challenges have you encountered with community engagement?
6. Please list the projects that are currently on the CIP list that were not on the list in the 2017-2019 budget cycle, regardless if they were allocated bond funding. Which of these received bond funding?