



# MATTHEW LETZIG

CHIEF OPERATING OFFICER

## PROFILE

Mr. Letzig joined THA in May 2003 as an Accountant I and progressed up through THA's Finance and Accounting department. He held the position of Assistant Controller from 2007 to 2014 and Controller from 2014 to 2016. Mr. Letzig earned his bachelor's degree from Oklahoma State University and currently serves as the Vice President for the Housing Authority of the City of Tulsa. After serving as Interim President/Chief Executive officer since August 2016, Mr. Letzig was promoted to Chief Operating Officer in May 2017.

## CONTACT

**PHONE:**

918-581-5702

**EMAIL:**

matthew.letzig@tulsahousing.org



## EDUCATION

Oklahoma State University  
Bachelor of Science, Accounting

## PROFESSIONAL EXPERIENCE

### **Housing Authority of the City of Tulsa**

#### **Chief Operating Officer, 2017 - Present**

- Ensures the Authority conforms to the directives of the Board of Commissioners, Chief Executive Officer and U.S. Department of Housing and Urban Development
- Provides administrative and program support to vice presidents
- Oversees Rental Assistance Demonstration conversions

#### **Interim Chief Executive Officer, 2016 - 2017**

- Ensured the Authority conformed to the directives of the Board of Commissioners and the U.S. Department of Housing and Urban Development
- Provided administrative and program support to vice presidents

#### **Controller, 2014 - 2016**

- Responsible for preparing financial reports using accounting principles and methods within compliance of the U.S. Department of Housing and Urban Development's accounting regulations
- Risk management oversight
- Supervised accounting and administrative services staff



# MATTHEW LETZIG

*CHIEF OPERATING OFFICER*

## PROFESSIONAL EXPERIENCE

### **Housing Authority of the City of Tulsa**

#### **Assistant Controller, 2007 - 2014**

- Responsible for operating budgets of 13 Public Housing and four Section 8 Project-Based Rental Assistance properties
- Managed \$20+ million investment portfolio
- Responsible for THA's insurance coverage and managing claims
- Oversaw construction draws for \$10 million housing development (76 units) with THA as developer for the Mental Health Association of Oklahoma
- Oversaw general partner reporting for Nogales Housing Partners LP (28-unit development, 14 Public Housing units)
- Supervised accounting staff

#### **Staff Accountant, 2003 - 2007**

- Budget forecasting and financial analysis for 13 Public Housing and four Section 8 Project-Based Rental Assistance properties
- Fixed assets
- Inventory
- Responsible for construction draw on HOPE VI/Low-Income Housing Tax Credit/Affordable Housing Program/HOME-funded Country Club Gardens \$50+ million housing redevelopment (353 units, 243 Public Housing units)

