



Oakland Housing
Authority

**MINUTES OF THE SPECIAL MEETING
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE
CITY OF OAKLAND, CALIFORNIA**

Meetings are recorded and accessible through our website www.oakha.org

Monday, December 16, 2024
6:30 PM

Zoom Information

- 1. Pledge of Allegiance**
- 2. Roll Call**

Pursuant to Assembly Bill (AB) 2449, Commissioner Montgomery called into the Board of Commissioners Meeting via Zoom.

Present - Chair Anne Griffith, Commissioner Lynette Jung-Lee, Commissioner Barbara Montgomery, Commissioner Janny Castillo.

Gregory D Hartwig moved to Approve Commissioner Montgomery's remote presence which was seconded by Commissioner Jung-Lee. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Lynette Jung-Lee, Barbara Montgomery, William J Mayes, Janny Castillo

Nayes - 0: None

Excused - 0: None

Absent - 0: None

- 3. Approval of Minutes**

3.1 Minutes from the December 9, 2024, Board of Commissioners meeting will be submitted for approval at the January 27, 2025, Board of Commissioners meeting.

- 4. Recognition of people wishing to address the Commission**

There were no people wishing to address the Commission.

5. Old or Unfinished Business

There was no old or unfinished business.

6. Modifications to the Agenda

There were no modifications to the agenda.

7. New Business

- 7.1 Authorization for the Executive Director to enter into a Memorandum of Understanding (MOU) with MISSSY, Back to the Basics, Family Violence Law Center, and the Alameda County Family Justice Center, execute the requisite grant agreements, execute all documents related to the administrative oversight for the Anti-Trafficking Housing Assistance Program Grant, and authorize the allocation of an amount not to exceed \$294,520.98 to MISSEY over a three year term, an amount not to exceed \$100,000 to Back to the Basics over a one year term, and an amount not to exceed \$366,260.02 from the Oakland Housing Authority, which includes a \$160,781 in-kind match required under the grant terms, for a total budget not to exceed \$760,781.

Attachments:

[Staff Report - Missy](#)

[BOC Resolution #5320 December 9, 2024](#)

[DOJ Grant MOU Resolution](#)

[Anti-Trafficking Assistance Grant Presentation
Resolution #5324](#)

Director of Family and Community Partnerships, Nicole Thompson, and Fair Housing Specialist Melissa Benik presented this item to authorize the Executive Director to enter into a Memorandum of Understanding (MOU) with MISSEY, Back to the Basics, Family Violence Law Center, and the Alameda County Family Justice Center to execute the requisite grant agreements and documents related to the administrative oversight for the Anti-Trafficking Housing Assistance Program Grant.

Ms. Thompson and Ms. Benik presented to the Commissioners a presentation that provided information in regard to the goals and obligations of the Anti-Trafficking Housing Assistance Program Grant.

Staff answered questions from the Commissioners and the item was moved.

William J Mayes moved to Approve item 7.1 which was seconded by Gregory D Hartwig. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Lynette Jung-Lee, Barbara Montgomery, William J Mayes, Janny Castillo

Nayes - 0: None

Excused - 0: None

Absent - 0: None

- 7.2 Authorize the Executive Director to allocate \$500,000 to the Oakland Housing Authority Foundation to administer a scholarship and educational support initiative for low-income students assisted by the Oakland Housing Authority

Attachments:

[Staff Report - OHA Foundation Scholarship](#)

[Resolution OHA Foundation Scholarship](#)

[Resolution #5325](#)

Chief Officer of Social Impacts, Dominica Henderson, and Director of Family and Community Partnerships, Nicole Thompson, presented this item to authorize the Executive Director to allocate \$500,000 to the Oakland Housing Authority Foundation (Foundation) to administer a scholarship and educational support initiative for low-income students assisted by the Oakland Housing Authority (Authority).

Ms. Henderson explained that since 1984 the Foundation has served hundreds of residents and families. To continue the good work of the Foundation and to foster strong linkages to education for low -income students, the Authority plans to offer scholarships up to \$5,000 each for students accepted into an undergraduate or graduate studies program at an accredited college or university. The Foundation will administer this scholarship program, which is designed to offer scholarships toward tuition, fees, books, and other education related expenses of college students.

Staff answered questions from the Commissioners and the item was moved.

William J Mayes moved to Approve item 7.2 which was seconded by Commissioner Jung-Lee. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Lynette Jung-Lee, Barbara Montgomery, William J Mayes, Janny Castillo

Nayes - 0: None

Excused - 0: None

Absent - 0: None

- 7.3 Adopt a resolution authorizing the Executive Director to execute a contract with SPARQ Holding Inc. in an amount not to exceed \$1,100,000 and utilize unspent funds from the Amplify Consulting Partners Inc. contract (Resolution #5203) for payments to SPARQ Holding Inc. for the months of November and December

2024, for an amount not to exceed \$190,000, for a total contract amount not to exceed \$1,290,000, for a term not to exceed January 31, 2026.

Attachments:

[Staff Report -SPRAQ](#)
[SPRAQ Resolution](#)
[Resolution #5326](#)

Director of Information Technology, Brandon White, and Director of Contract Compliance and General Services (CCGS), Josh Roben, presented this item to authorize the Executive Director to execute a contract with SPARQ Holding Inc. (SPARQ) and utilize unspent funds from the Amplify Consulting Partners Inc. (Amplify) contract for payments to SPARQ for the months of November and December 2024.

Mr. White explained that the Oakland Housing Authority (Authority) has engaged SPARQ, formerly Amplify, for various consulting services. They have assisted the Authority with project management, digital transformation, procurement transformation, and knowledge management. SPARQ has helped the Authority complete over 30 projects. Some notable projects include establishing a project management framework with IT and implementing the Authorities' procurement system, Cobblestone for CCGS. SPARQ's team has also collaborated with the CCGS team to create user manuals.

Staff answered questions from the Commissioners and the item was moved.

Gregory D Hartwig moved to Approve item 7.3 which was seconded by William J Mayes. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Lynette Jung-Lee, Barbara Montgomery, William J Mayes, Janny Castillo

Nays - 0: None

Excused - 0: None

Absent - 0: None

- 7.4 Authorization to execute all documents, including a Memorandum of Understanding with the City of Oakland, memorializing the Authority's commitment to fund up to \$10 million to one or more Authority approved development projects which have been selected by the City of Oakland through City Notices of Funding Availability to receive funding from the City.

Attachments:

[Staff Report - OHA NOFA Funds 2024](#)
[BOC Resolution OHA NOFA Funds 2024.docx](#)
[Resolution #5327](#)

Chief Officer of Real Estate Development Tom Deloye presented this item to authorize the Executive Director to execute all documents, including a Memorandum of Understanding with the City of Oakland(City), memorializing the

Authority's commitment to fund up to \$10 million to one or more Oakland Housing Authorities (Authority) approved development projects.

Mr. Deloye explained that the Authority desires to enter into a Memorandum of Understanding with the City to document the collaboration between the city of Oakland and the Authority regarding the award of Authority NOFA Funds to Authority approved affordable housing projects.

Staff answered questions from the Commissioners and the item was moved.

Commissioner Jung-Lee moved to Approve item 7.4 which was seconded by William J Mayes. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Lynette Jung-Lee, Barbara Montgomery, William J Mayes, Janny Castillo

Nayes - 0: None

Excused - 0: None

Absent - 0: None

- 7.5 Authorization to provide a grant of MTW Funds totaling \$5 million to RAMP Housing, Inc. (RAMP), and execute all documents required to grant the funds, for the purposes of strengthening RAMP's financial profile to allow the maintenance of its role in existing partnership, and anticipated significant role in several planned developments, together with the obligations associated with said roles, including but not limited to RAMP providing pre-development funds, gap funds, and guarantees, and acting as a developer of the developments.

Attachments:

[Staff Report - RAMP Grant Funds](#)

[BOC Resolution RAMP Grant Funds 12-16-24.docx](#)

[Resolution #5328](#)

Chief of Real Estate Development, Tom Deloye, presented this item to authorize a \$5 million Moving To Work (MTW) grant to RAMP Housing, Inc. (RAMP), and execute all documents required to grant the funds.

Mr. Deloye explained that in the next few years RAMP will acquire the general partner interests of the New Lion Creek Partnerships pursuant to option and right of first refusal agreements granted by the New Lion Creek Partnerships, and assume the day-to-day control of the Lion Creek Projects. In order to assume that role RAMP will need to be capitalized with additional funding.

Staff answered questions from the Commissioners and the item was moved.

William J Mayes moved to Approve item 7.5 which was seconded by Commissioner Jung-Lee. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Lynette Jung-Lee, Barbara

Montgomery, William J Mayes, Janny Castillo

Nayes - 0: None

Excused - 0: None

Absent - 0: None

- 7.6 Authorization to provide a grant of MTW Funds totaling \$25 million to Oakland Affordable Housing Preservation Initiatives, a California nonprofit public benefit corporation (OAHPI), and execute all documents required to grant the funds to OAHPI for predevelopment and construction financing for the rehabilitation and redevelopment of the OAHPI portfolio.

Attachments:

[Staff Report - PNA Summary](#)

[BOC Resolution OAHPI Grant Funds 2024.docx](#)

[20240821 Priority Sites Summary.xlsx](#)

[OAHPI_AMP9\(DeepEast\)_PNASummary.pdf](#)

[OAHPI_AMP10\(East\)_PNASummary.pdf](#)

[OAHPI_AMP11\(Fruitvale\)_PNASummary.pdf](#)

[OAHPI_AMP12\(SanAntonio\)_PNASummary.pdf](#)

[OAHPI_AMP13\(West\)_PNASummary.pdf](#)

[OAHPI_AMP14\(North\)_PNASummary.pdf](#)

[Resolution #5329](#)

Chief of Real Estate Development, Tom Deloye, presented this item to authorize a grant of Moving To Work (MTW) Funds totaling \$25 million to Oakland Affordable Housing Preservation Initiatives (OAHPI) and execute all documents required to grant the funds to OAHPI for predevelopment and construction financing for the rehabilitation and redevelopment of the OAHPI portfolio.

Mr. Deloye explained the proposed grant of \$25 million in MTW funds by the Oakland Housing Authority will provide critical seed capital to assist OAHPI in addressing deferred maintenance at the existing OAHPI Portfolio as well as expediting the redevelopment of the Priority Sites.

Staff answered questions from the Commissioners and the item was moved.

Commissioner Jung-Lee moved to Approve item 7.6 which was seconded by William J Mayes. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Lynette Jung-Lee, Barbara Montgomery, William J Mayes, Janny Castillo

Nayes - 0: None

Excused - 0: None

Absent - 0: None

8. Consent Agenda

There were no items on the Consent Agenda.

9. Written Communications Departments' Monthly Report

9.1 Written Communications Departments' Monthly Report

The were not a November 2024 monthly report in this agenda.

10. Executive Director's report regarding matters of special interest to the Commission occurring since the last meeting of the Commission

10.1 California Housing Community Development Conference & Expo - December 3 - December 4, 2024

Attachments:

[California Housing Community Conference & Expo Photos](#)

Secretary Patricia Wells briefed the Commissioners on the California Housing Community Development Conference & Expo that took place December 3, 2024, through December 4, 2024.

10.2 East Oakland Works Computer Lab Now Open

Attachments:

[East Oakland Works Computer Lab Flyer](#)

Secretary Patricia Wells briefed the Commissioners on the opening of the East Oakland Works Computer Lab.

10.3 Oakland Housing Authority Housing Choice Voucher Program Waitlist Opening - January 7, 2025 - January 26, 2025

Attachments:

[OHA Housing Choice Voucher Program Waitlist Opening Flyer](#)

Secretary Patricia Wells briefed the Commissioners on the Oakland Housing Authority's Housing Choice Voucher Program Waitlist Opening from January 7, 2025 to January 26, 2025.

11. Reports of Commission Committees

There were no reports of Commission Committees.

12. Announcements by Commissioners

There were no announcements by Commissioners.

13. Adjournment

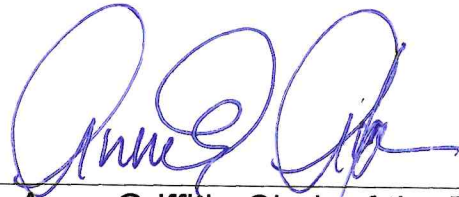
William J Mayes moved to Approve the meeting's Adjournment which was seconded by Commissioner Jung-Lee. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Gregory D Hartwig, Lynette Jung-Lee, Barbara Montgomery, William J Mayes, Janny Castillo

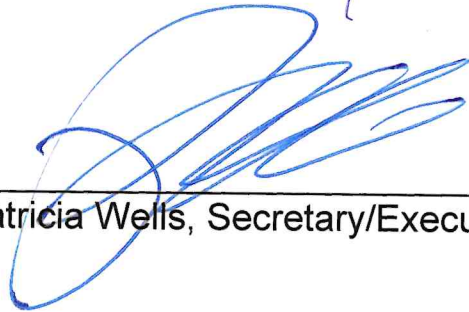
Nayes - 0: None

Excused - 0: None

Absent - 0: None



Anne Griffith, Chair of the Board



Patricia Wells, Secretary/Executive Director