



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 8, 2025
6:00 PM

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

Vice-Chair Hartwig was excused from the meeting.

Present - Commissioner Lynette Jung-Lee, Commissioner Janny Castillo, Commissioner Barbara Montgomery, Commissioner William Mayes, Commissioner Carla Dartis.

3. **Approval of Minutes**

3.1 Approval of the minutes for the October 27, 2025 Regular Board of Commissioners Meeting

Attachments:

[Draft Minutes For The October 27, 2025 Regular Board of Commissioners Meeting](#)

Commissioner Mayes moved to Approve item 3.1 which was seconded by Commissioner Dartis. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Lynette Jung-Lee, Barbara Montgomery, William Mayes, Janny Castillo, Carla Dartis

Nays - 0: None

Excused - 1: Gregory Hartwig

Absent - 0

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 Adopt a resolution authorizing the amendment of Board Resolution 5189 which authorized a commitment of \$10,000,000 of Moving to Work (MTW) funds for the rehabilitation of Harrison Tower located at 1619 and 1621 Harrison Street (Property), and commit those funds solely to the residential portion of the Property; authorizing a conditional commitment of additional MTW funds in an amount not to exceed \$7,000,000 to finance the residential portion of the Property costs; for a total Development Loan to Harrison Tower Development Partners, LP (Partnership) in an amount not to exceed \$17,000,000, subject to the National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA) approval, as applicable; authorizing the subdivision of the Property into residential and commercial parcels to facilitate the rehabilitation of the Property; and authorizing the Executive Director to negotiate and enter into such documents as are necessary to loan the funds to the Partnership, to provide site control to the Partnership, and as are necessary to subdivide the Property.

Attachments:

[Staff Report - Residential Gap Funding Presentation - HT - Residential Update and Funding Request Resolution - Residential Gap Funding Resolution #5428](#)

Chief Officer of Real Estate Development, Tom Deloye, Senior Development Program Manager, Deni Adaniya, and Counsel Isabel Brown, presented this item.

Mr. Deloye explained that the Harrison Tower rehabilitation involves a mixed-use property with 100 one-bedroom senior units scheduled for substantial interior, systems, common-area, and seismic upgrades. He reported that design-development drawings are approximately 70% complete, environmental approvals are nearing completion, and resident relocation is nearly finished, with 11 residents remaining. He noted the Board's prior selection of the John Stewart Company and LifeSTEPS as development, property management, and resident services partners, and confirmed execution of the Joint Development Agreement and Pre-Development Loan. Mr. Deloye reviewed the financing plan—including tax-exempt bonds, 4% LIHTCs, PBVs, MTW funds, and pursuit of additional grants—and described the required subdivision into residential and commercial air-rights

parcels to support tax-credit financing. He outlined the ownership structure, under which the partnership will lease the residential air-rights parcel and own the improvements during the tax-credit compliance period, after which ownership will revert to the Oakland Housing Authority. He concluded with key projected milestones: full vacancy and NEPA completion by March 2026, permit submission in July 2026, tax-credit application in September 2026, award in December 2026, financial closing in June 2027, construction through September 2028, and full re-occupancy by March 2029.

Staff answered questions from Commissioners. There was no public comment on this item.

Commissioner Dartis moved to Approve item 7.1 which was seconded by Commissioner Jung-Lee. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Lynette Jung-Lee, Barbara Montgomery, William Mayes, Janny Castillo, Carla Dartis

Nayes - 0: None

Excused - 1: Gregory Hartwig

Absent - 0:

- 7.2 Adopt a resolution approving a conditional commitment of Moving to Work (MTW) funds in an amount not to exceed \$9,000,000 to fund the costs to design, engineer, rehabilitate, and otherwise execute the seismic retrofit of the Oakland Housing Authority's administrative offices located at 1619 Harrison Street, Oakland as part of the Harrison Tower Section 18 disposition project, subject to the National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA) approval, as applicable, authorizing the subdivision of the Property to facilitate the rehabilitation, and authorizing the Executive Director to negotiate and enter into such documents as are necessary to execute the work and subdivide the Property.

Attachments:

[Staff Report - Harrison Tower Commercial Funding Presentation - HT - Commercial - Funding Request Resolution - Harrison Tower - COMMERCIAL Funding Resolution #5429](#)

Chief Officer of Real Estate Development, Tom Deloye, Senior Development Program Manager, Deni Adaniya, and Counsel Isabel Brown, presented this item.

Mr. Deloye explained that the commercial portion of the mixed-use Harrison Tower contains the Oakland Housing Authority's (Authority) administrative headquarters, including the boardroom and office spaces completed in 2019–2020, but that the original renovation did not include the voluntary seismic retrofit now needed to ensure the building's structural resilience. He described the planned improvements—which include added structural supports and seismic strengthening—and noted that MTW Reserve Funds are the appropriate and only available funding source for this work. Executive Director Wells confirmed that MTW funds

may be used because the headquarters supports core Housing Choice Voucher and Public Housing program administration. Mr. Deloye also emphasized that the commercial and residential components of the project are closely interconnected, requiring coordinated design, permitting, and budgeting. He noted that the seismic work represents the next major chapter in completing the overall rehabilitation of Harrison Tower and reflects the Authority's commitment to safety, long-term stewardship, and the continued functionality of its administrative operations.

Staff answered questions from the Commissioners. There was no public comment on this item.

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

Ayes - 6: Anne Griffith, Lynette Jung-Lee, Barbara Montgomery, William Mayes, Janny Castillo, Carla Dartis

Nayes - 0: None

Excused - 1: Gregory Hartwig

Absent - 0:

- 7.3 Adopt a resolution authorizing a loan of up to \$60,000,000 in Moving to Work (MTW) funds to Oakland Affordable Housing Preservation Initiatives (OAHPI) for predevelopment and construction financing for the rehabilitation of the OAHPI portfolio in the City of Oakland and authorizing the Executive Director to execute all documents necessary to provide the loan.

Attachments:

[Staff Report - Loan Of Moving To Work \(MTW\) Funds To Oakland Affordable Housing Preservation Initiatives \(OAHPI\)](#)

[Resolution - Loan Of Moving To Work \(MTW\) Funds To Oakland Affordable Housing Preservation Initiatives \(OAHPI\)](#)

[Resolution #5430](#)

Secretary, Patricia Wells, presented this item to adopt a resolution authorizing a loan of up to \$60,000,000 in Moving to Work (MTW) funds to Oakland Affordable Housing Preservation Initiatives (OAHPI) for predevelopment and construction financing for the rehabilitation of the OAHPI portfolio in the City of Oakland and authorizing the Executive Director to execute all documents necessary to provide the loan.

Ms. Wells explained that, following the Board of Commissioners 2024 approval of a grant to support redevelopment planning for 13 priority properties within the larger 255-property OAHPI portfolio, staff have simultaneously been assessing and addressing significant capital needs across the remaining sites. She noted that routine modernization efforts over the past year have revealed substantial structural, building-system, and safety deficiencies typical of aging properties that previously received limited investment. In response, the Capital Improvements team has fully modernized two properties—going beyond basic repairs to complete comprehensive upgrades to structural components, building exteriors, interiors,

and life-safety elements—to bring them to contemporary housing standards and extend their useful life. Ms. Wells explained that many properties may require similar full-scale modernization and that costs are trending at levels consistent with other major rehabilitation efforts. She stated that a proposed MTW loan to OAHPI would allow the Oakland Housing Authority to continue this work, focusing on stabilizing and modernizing properties that are not candidates for redevelopment and preserving them for long-term affordability. She emphasized that this initiative differs from the prior year’s grant, as it is intended to support systematic modernization across multiple sites rather than planning work for a limited group of priority redevelopment properties.

Staff answered questions from the Commissioners. There was no public comment on this item.

Commissioner Castillo moved to Approve item 7.3 which was seconded by Commissioner Dartis. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Lynette Jung-Lee, Barbara Montgomery, William Mayes, Janny Castillo, Carla Dartis

Nays - 0: None

Excused - 1: Gregory Hartwig

Absent - 0:

- 7.4 Authorization of the formation of a California nonprofit public benefit corporation, to be named “Oak Leading Edge Affordability Fund” (Oak Leaf), as a tax-exempt supporting organization of the Oakland Housing Authority, to support the affordable housing preservation and expansion of affordable housing activities of the Oakland Housing Authority by creating and administering an affordable housing fund, and authorization of the Executive Director to execute all documents necessary to effectuate the formation of Oak Leaf.

Attachments:

[Staff Report - Formation of Oak Leaf](#)

[Resolution - Formation of Oak Leaf](#)

[Resolution #5431](#)

Secretary, Patricia Wells, and Counsel Isabel Brown presented this item to authorize the formation of a California nonprofit public benefit corporation, to be named Oak Leading Edge Affordability Fund.

Ms. Wells explained that, in consultation with several consultants and based on comparisons to work being done by other entities, including the San Francisco Accelerated Fund, staff determined that establishing a tax-exempt public corporation would enable the Housing Authority to more efficiently support and advance housing projects. The proposed tax-exempt organization would serve as a subsidiary of the Oakland Housing Authority (Authority), with a board appointed and affirmed by the Board of Commissioners, and would create a dedicated team to respond to requests for proposals and conduct its own procurement processes. This structure would allow the Authority to provide targeted assistance to

preservation and production projects already supported by other public entities, helping them meet established standards and move forward more efficiently, while enhancing the Authority's role in addressing homelessness in the city.

Ms. Brown explained that the proposed entity would be established as a California nonprofit public benefit corporation under state law and would also seek federal tax-exempt status as a 501(c)(3) nonprofit corporation. She noted that this structure is common and mirrors the model used by the San Francisco Housing Accelerator Fund, which partnered with the City of Oakland to efficiently deploy funding to developers. She stated that, upon approval by the Board, the Authority would form the nonprofit and subsequently apply for tax-exempt status, which would be retroactive to the date of the entity's formation.

Staff answered questions from the Commissioners.

Commissioner Montgomery moved to Approve as Amended item 7.4 which was seconded by Commissioner Mayes. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Lynette Jung-Lee, Barbara Montgomery, William Mayes, Janny Castillo, Carla Dartis

Nayes - 0: None

Excused - 1: Gregory Hartwig

Absent - 0:

- 7.5 Adopt a resolution authorizing the Executive Director to capitalize the "Oak Leading Edge Affordability Fund" (Oak Leaf), up to \$60,000,000 in Moving to Work (MTW) Funds in order for Oak Leaf to administer an affordable housing fund, and authorizing the Executive Director to execute all documents necessary to effectuate the funding of Oak Leaf, upon its formation.

Attachments:

[Staff Report - Oak Leaf Capitalization](#)

[Resolution - Oak Leaf Capitalization](#)

[Resolution #5432](#)

Secretary, Patricia Wells, presented this item to adopt a resolution authorizing the Executive Director to capitalize the Oak Leading Edge Affordability Fund, up to \$60,000,000 in Moving to Work (MTW) Funds in order for Oak Leaf to administer an affordable housing fund.

Ms. Wells explained that this item would provide foundational funding for the Oak Leading Edge Affordability Fund to issue requests for proposals for affordable housing preservation and development projects that are near readiness and have received other public funding. She stated that the goal is to accelerate project completion, increase housing units, and support the Oakland Housing Authority's (Authority's) role in addressing homelessness.

Staff answered questions from the Commissioners.

Commissioner Montgomery moved to Approve as Amended item 7.5 which was seconded by Commissioner Mayes. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Lynette Jung-Lee, Barbara Montgomery, William Mayes, Janny Castillo, Carla Dartis

Nays - 0: None

Excused – 1: Gregory Hartwig

Absent - 0:

- 7.6 Adopt a resolution authorizing the Executive Director to execute a contract with Lao Family Community Development, Inc. (LFCD) to provide adult employment and training services to Oakland Housing Authority (OHA) participants, for an initial two-year term, and three (3) additional one-year option terms, for a total contract amount not to exceed \$500,000.

Attachments:

[Staff Report - Adult Employment and Training CCGS Review Memo - Adult Employment Adult Employment and Training Resolution Resolution #5433](#)

Chief Social Impacts Officer, Dominica Henderson, and Assistant Director of Family & Community Partnerships, Faustina Mututa presented this item to adopt a resolution authorizing the Executive Director to execute a contract with Lao Family Community Development, Inc. (LFCD) to provide adult employment and training services to Oakland Housing Authority (OHA) participants.

Ms. Henderson explained that this item was introduced as previously promised, noting that the Family and Community Partnerships team has received multiple requests to execute contracts to provide high-quality services and resources to OHA residents. She stated that this contract reflects the department's efforts to identify and select the most qualified and optimal partner with expertise in this area to deliver these services.

Ms. Mututa explained that the resolution would authorize the Executive Director to execute a contract with Lao Family Community Development, Inc. to provide adult employment training services to support OHA participants' self-sufficiency. She noted that Lao Family was selected through a competitive RFP process as the highest-ranked firm and would provide orientations, training, and career resource activities serving at least 30 adults annually. She stated that the program aligns with OHA Strategic Goal 3, and staff recommends approval of a contract with an initial two-year term and three one-year options, not to exceed \$500,000.

Staff answered questions from the Commissioners.

Commissioner Jung-Lee moved to Approve item 7.1 which was seconded by Commissioner Mayes. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Lynette Jung-Lee, Barbara Montgomery, William Mayes, Janny Castillo, Carla Dartis

Nays - 0: None

Excused - 1: Gregory Hartwig

Absent - 0:

8. Consent Agenda

8.1 Adopt a resolution authorizing the Executive Director to amend Board Resolution 5371 to continue to utilize the Omnia Partners Cooperative Agreement through Region 4 Education Center (ESC) to purchase "Welcome Home" Kits for new Oakland Housing Authority residents, through Epic Business Essentials / Blaisdell's Business Products (Blaisdell's), by increasing the authorized purchase limit by an amount not to exceed \$202,500, from \$264,173.06 for a total spending authority not to exceed \$466,637.06, and for a term not to exceed May 31, 2026.

Attachments:

[Staff Report - Welcome Kits](#)

[Oakland Housing Authority Kit List Of Items](#)

[CCGS Review Memo - Blaisdell's](#)

[Welcome Kit Photo](#)

[Resolution #5371](#)

[Welcome Home Kits Resolution](#)

[Resolution #5434](#)

Commissioner Montgomery moved to Approve Consent Agenda which was seconded by Commissioner Mayes. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Lynette Jung-Lee, Barbara Montgomery, William Mayes, Janny Castillo, Carla Dartis

Nays - 0: None

Excused - 1: Gregory Hartwig

Absent - 0:

9. Written Communications Departments' Monthly Report

9.1 Written Communications Departments' Monthly Reports

Attachments:

[01 - Family & Community Partnerships](#)

[02 - Leased Housing](#)

[03 - Office of Property Operations](#)

[04- Capital Improvements Department](#)

[05 - Office of Real Estate Development](#)

[06 - Asset Management](#)

Secretary, Patricia Wells, briefed the Commissioners on the departments' monthly reports.

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

10.1 Foster Youth Halloween Bash - October 30, 2025

Attachments:

[Foster Youth Halloween Bash](#)

Secretary Patricia Wells briefed the Commissioners the Foster Youth Halloween Bash - October 30, 2025.

10.2 OAHPI Site Tour with Staff and Consultant Team, November 5, 2025

Attachments:

[Tour of OAHPI Sites With Staff and Consultant Team](#)

Secretary Patricia Wells briefed the Commissioners on the OAHPI site tour with staff and consultant team, November 5, 2025.

10.3 NorCal/Nevada NAHRO 2026 Annual Conference - January 25- January 27, 2026. Napa, CA.

Attachments:

[NorCal NAHRO 2026 Annual Conference](#)

Secretary Patricia Wells briefed the Commissioners on the upcoming Norcal/Nevada NAHRO 2026 Annual Conference taking place from January 25-January 27, 2026 in Napa, CA.

10.4 11th Annual Winter Wonderland Extravaganza - December 17th, 2025

Attachments:

[2025 Winter Wonderland Extravaganza Flyer](#)

Secretary Patricia Wells briefed the Commissioners on the upcoming 11th annual Winter Wonderland Extravaganza taking place on December 17, 2025.

10.5 Lions Creek Crossing Phase I and II Tour - December 2, 2025

Attachments:

[Lions Creek Crossing Phase I and II Tour](#)

Secretary Patricia Wells briefed the Commissioners on the Lions Creek Crossing Phase I and II tour that took place on December 2, 2025.

10.6 District 6 Turkey Give Away - November 22, 2025

Attachments:

[District 6 Turkey Give Away](#)

Secretary Patricia Wells briefed the Commissioners on the District 6 Turkey Give Away that took place on November 22, 2025.

10.7 2026 Board of Commissioners Meeting Schedule

Attachments:

[2026 Board of Commissioners Meeting Schedule](#)

Secretary Patricia Wells briefed the Commissioners on the 2026 Board of Commissioners Meeting schedule.

10.8 2027 Board of Commissioners Meeting Schedule

Attachments:

[2027 Board of Commissioners Meeting Schedule](#)

Secretary Patricia Wells briefed the Commissioners on the 2027 Board of Commissioners Meeting schedule.

10.9 Resident Advisory Board Meeting - November 12, 2025

Attachments:

[Resident Advisory Board Meeting](#)

Secretary Patricia Wells briefed the Commissioners on the Resident Advisory Board Meeting schedule, November 12, 2025.

11. Reports of Commission Committees

11.1 Standing Committee For Real Estate Development Report

Attachments:

[Staff Report - Standing Committee For Real Estate Development](#)

Commissioner Janny Castillo briefed the Board of Commissioners on the Standing Committee For Real Estate Development Report.

12. Announcements by Commissioners

There were no announcements from the Commissioners.

13. Adjournment to Closed Session

Commissioner Dartis moved to Approve to adjourn to Closed Session which was seconded by Commissioner Jung-Lee. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Lynette Jung-Lee, Barbara Montgomery, William Mayes, Janny Castillo, Carla Dartis

Nayes - 0: None

Excused - 0: Gregory Hartwig

Absent - 1: Gregory Hartwig

14. Closed Session

14.1 Closed Session regarding labor negotiations pursuant to California Government Code Section 54957.6

Oakland Housing Authority Negotiators:

- Drew Felder, Senior Director of Human Resources and Employee Experience;
- Dominica Henderson, Chief of Social Impacts;
- Victor Madamba, Director of Finance;
- Patricia Wells, Executive Director; and
- Jhaila Brown, General Counsel

Employee Organizations:

- SEIU 1021, Service Employees;
- Building and Trades Council (BTC); and
- Local 29, Office and Professional Employees Union

14.2 Conference with Legal Counsel-Anticipated Litigation: Anticipated litigation pursuant to subdivision (d)(4) of Government Code Section 54956.9:

One potential case

15. Adjournment

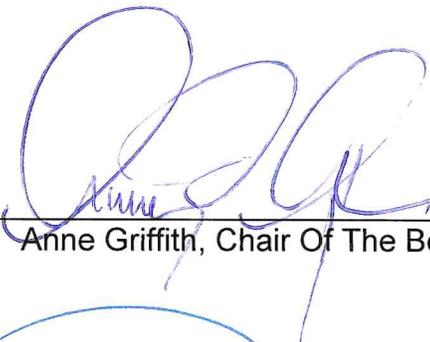
Commissioner Dartis moved to Approve adjournment which was seconded by Commissioner Jung-Lee. The motion Passed by the following vote:

Ayes - 6: Anne Griffith, Lynette Jung-Lee, Barbara Montgomery, William Mayes, Janny Castillo, Carla Dartis

Nayes - 0: None

Excused - 1: Gregory Hartwig

Absent - 0:



Anne Griffith, Chair Of The Board



Patricia Wells, Executive Director/Secretary