



Oakland Housing
Authority

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

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

Monday, July 28, 2025
6:00 PM

Zoom Information

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

Pursuant to Assembly Bill (AB) 2449, Commissioner Jung-Lee called into the Board of Commissioners Meeting via Zoom. The meeting was moved to the Executive Conference Room in the 1619 Harrison street building due to technical difficulties with the Board of Commissioners' Room audio hardware.

Present - Chair Anne Griffith, Vice Chair Gregory Hartwig, Commissioner Lynette Jung-Lee, Commissioner Barbara Montgomery, Commissioner William Mayes, Commissioner Janny Castillo.

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

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

Nayes - 0: None

Excused - 0: None

Absent - 0: None

- 3. Approval of Minutes**

3.1 Approval of the minutes of the June 23, 2025 Regular Board of Commissioners Meeting

Attachments:

[Draft Minutes For The June 23, 2025 Regular Board of Commissioners Meeting](#)

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

Ayes - 4: Anne Griffith, Barbara Montgomery, William Mayes, Janny Castillo

Nayes - 0: None

Excused - 0: None

Absent - 2: Gregory Hartwig, Lynette Jung-Lee

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 Presentation to the HERS Breast Cancer Foundation

Attachments:

[Staff Report - HERS Breast Cancer
Foundation Pink Patch Presentation](#)

Interim Chief of The Oakland Housing Authority Police Department, Luther Dupree and Lieutenant Casey Mooningham presented this item. Lieutenant Mooningham noted that the Pink Patch Project was founded in 2015 and is a public awareness campaign, increasing awareness about the life-saving benefits of early detection and early intervention in the fight against breast cancer. During the month of October each year, Dispatchers and Officers proudly wear the Oakland Housing Authority Department (OHAPD) Pink Patch to reflect their dedication and commitment to raising awareness and funds in the fight against breast cancer. Oakland Housing Authority members raise funds through the sales of products and donations which are donated to the HERS Breast Cancer Foundation.

The Oakland Housing Authority Police Department (OHAPD) joined the Pink Patch Project in 2017 as part of its ongoing commitment to community outreach and public health advocacy. Since then, OHAPD, alongside the Oakland Housing Authority Foundation (Foundation), has actively participated each year by selling pink-themed merchandise, including patches, apparel, and accessories. Since joining the initiative, we have donated nearly \$24,000 to the HERS Breast Cancer Foundation.

Tina Fernandez, Executive Director of HERS received the donation from the Foundation and thanked the Foundation and OHAPD for its support of HERS continuing efforts to assist members of the community in their fight against breast

cancer.

Staff answered questions from the Commissioners.

- 7.2 Informational presentation and acceptance of the Certificate of Achievement for Excellence in Financial Reporting to the Oakland Housing Authority by the Government Finance Officers Association for the Fiscal Year that ended on June 30, 2024.

Attachments:

[Staff Report - Government Finance Officers Association's Achievement for Excellence in Financial Reporting Award](#)
[GFOA Certificate of Achievement Letter Fiscal Year ending June 30, 2024](#)
[Certificate of Achievement for Excellence in Financial Reporting](#)
[Government Finance Officer Association Press Release](#)

Director of Finance, Victor Madamba, presented this item to accept the Certificate of Achievement for Excellence in Financial Reporting to the Oakland Housing Authority (Authority) by the Government Finance Officers Association for the Fiscal Year that ended on June 30, 2024.

Mr. Madamba explained that this was the twelfth consecutive year the Authority has received this award. He highlighted the efforts of the Authority's Finance Department, and the efforts and partnerships of all Authority departments to earn the award. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Staff answered questions from the Commissioners.

- 7.3 Adopt a resolution authorizing the Executive Director to amend Board of Commissioners Resolution 5240, which authorized \$30,000,000 for the purchase and closing costs of 401 Santa Clara Avenue (Property), to expand the use of funds to include post-purchase Property rehabilitation costs, including security, predevelopment, maintenance/operating, and development costs for 401 Santa Clara Avenue.

Attachments:

[Staff Report - Amend and Utilize Funds From Resolution Number 5240](#)
[Signed Resolution 5240 Santa Clara Avenue OHA HumanGood Letter January 7, 2025](#)
[Resolution to Amend and Utilize Funds from BOC Resolution 5240 Resolution #5387](#)

Chief Officer of Real Estate Development, Tom Deloye, presented this item to adopt a resolution authorizing the Executive Director to amend Board of Commissioners Resolution 5240, which authorized \$30,000,000 for the purchase and closing costs of 401 Santa Clara Avenue (Property), to expand the use of funds to include post-purchase Property rehabilitation costs, including security,

predevelopment, maintenance/operating, and development costs for 401 Santa Clara Avenue.

Mr. Deloye explained that by Resolution Number 5240, the Board of Commissioners (the "Board") of the Authority authorized the expenditure of \$30,000,000 towards the acquisition of the Property. He continued that following the acquisition of the Property and payment of closing costs, \$9,272,537 of the originally authorized \$30,000,000 remains available for post-purchase rehabilitation costs, including security, predevelopment, maintenance/operating, and development costs. Therefore, staff is seeking authorization to utilize \$9,272,537 for post-purchase predevelopment activities, including security, predevelopment, maintenance/operating, and development costs.

Staff answered questions from the Commissioners.

Vice Chair Hartwig moved to Approve item 7.3 which was seconded by Commissioner Mayes. The motion Passed by the following vote:

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

Nayes - 0: None

Excused - 0: None

Absent - 0: None

- 7.4 Adopt the attached resolution authorizing the Executive Director to make a loan to RAMP Housing, Inc. (RAMP) in an amount not to exceed \$9,272,537 of Moving To Work (MTW) funds, obligated and committed for the purchase and post-purchase rehabilitation of 401 Santa Clara Avenue (Property), including predevelopment, security, maintenance, and development activities.

Attachments:

[Staff Report - Loan To RAMP For 401 Santa Clara Avenue Resolution - 401 Santa Clara Avenue Loan To RAMP Resolution #5388](#)

Chief Officer of Real Estate Development, Tom Deloye, presented this item to adopt a resolution authorizing the Executive Director to make a loan to RAMP Housing, Inc. (RAMP) in an amount not to exceed \$9,272,537 of Moving To Work (MTW) funds, committed and obligated for the purchase and post-purchase rehabilitation of 401 Santa Clara Avenue (Property), including predevelopment, security, maintenance, and development activities.

Mr. Deloye explained that the Oakland Housing Authority (Authority) is in the post-purchase predevelopment phase of affordable housing developments in the City, including that certain real property located at 401 Santa Clara Avenue improved with a 77,076 square foot apartment building with 103 apartment units and commons areas. On December 16, 2024, by resolution number 5328, the Board of Commissioners identified the rehabilitation of the Property as a development project that RAMP would assist the Authority in undertaking, among other

activities. A \$9,272,537 loan from the Authority to RAMP, utilizing Moving To Work funds committed and obligated for the purchase and post-purchase rehabilitation of 401 Santa Clara Avenue (Property), including predevelopment, security, maintenance, and development activities.

Staff answered questions from the Commissioners.

Vice Chair Hartwig moved to Approve item 7.4 which was seconded by Commissioner Montgomery. The motion Passed by the following vote:

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

Nayes - 0: None

Excused - 0: None

Absent - 0: None

- 7.5 Adopt a resolution authorizing the Executive Director to amend the contract between the Oakland Housing Authority and East Bay Auto Repair and Towing for vehicle maintenance and minor repairs, increasing the maximum contract amount for the first option term by a total of \$100,000, from \$67,000 to \$167,000 and the second and final option term by a total of \$200,000, from \$67,000 to \$267,000 for an amended total contract amount not to exceed from \$335,000, to \$635,000 for a total contract term not to exceed December 27, 2026.

Attachments:

[Staff Report - East Bay Auto Repair](#)

[Resolution - 5015 East Bay Auto Repair](#)

[Resolution - East Bay Auto Repair](#)

[Resolution #5389](#)

Mark Schiferl, Director of Property Operations, presented this item to authorize the Executive Director to amend the contract between the Oakland Housing Authority (Authority) and East Bay Auto Repair and Towing for vehicle maintenance and minor repairs increasing the maximum contract amount for the first option term by a total of \$100,000, from \$67,000 to \$167,000 and the second and final option term by a total of \$200,000, from \$67,000 to \$267,000 for an amended total contract amount not to exceed from \$335,000, to \$635,000 for a total contract term not to exceed December 27, 2026.

Mr. Schiferl explained that the Authority requires routine vehicle maintenance and minor repair services for the 170 Authority-owned fleet vehicles. The procurement Evaluation Committee recommended awarding contracts to three (3) firms, including East Bay Auto Repair. In December 2024, the Authority elected not to renew the first option term with one of the firms, and the second firm ceased operations, leaving East Bay Authority Repair as the sole contracted vehicle repair, maintenance, and towing firm for use by the Authority. On December 17, 2024, the Authority exercised the first of two (2) one (1) year option terms with East Bay Auto Repair.

East Bay Auto Repair and Towing was awarded a contract through the adoption of

Board Resolution Number 5015, which authorized the Executive Director to execute a contract with East Bay Auto Repair for vehicle maintenance and minor repair services. If authorized, the increase will be utilized for vehicle maintenance and minor repair services, including the annual smog certifications for vehicles due in calendar year 2025 with East Bay Auto Repair and Towing.

Mr. Schiferl noted that the Office of Property Operations is working with the Authority's Contract Compliance and General Services department to release a solicitation for vehicle maintenance and minor repair services during fiscal year 2026.

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

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

Nayes - 0: None

Excused - 0: None

Absent - 0: None

8. Consent Agenda

- 8.1 Adopt a resolution authorizing the Executive Director to write off \$24,131.26 in Tenant Account Receivables deemed uncollectable for public housing tenants who vacated third-party-managed properties during the period between January 1, 2025, and June 30, 2025.

Attachments:

[Staff Report - Write Off \\$24,131.26 Public Housing Tenant Account Receivables TARS January 2025 - June 2025](#)
[Resolution - Tenant Account Receivables](#)
[Resolution #5390](#)

- 8.2 Adopt a resolution authorizing the Executive Director to write off \$147,849.00 in Tenant Account Receivables deemed uncollectible for public housing tenants who vacated Oakland Housing Authority-managed public housing properties during the period between January 1, 2025, and June 30, 2025.

Attachments:

Staff Report - Write Off \$147,849.00 In Tenant Account Receivables
TARS January 2025- June 2025
Resolution - Delinquent Account Write Off
Resolution #5391

- 8.3 Adopt a resolution authorizing the Executive Director to continue the Oakland Housing Authority's participation in the Employment Risk Management Authority (ERMA) insurance pool and to issue payment of the annual premium invoice, in the amount of \$296,149, for Employment Practices Liability and Excess Liability insurance coverage for the term of July 1, 2025, to June 30, 2026.

Attachments:

Staff Report - ERMA Insurance Pool
ERMA Resolution
Resolution #5392

Commissioner Castillo moved to Approve the Consent Agenda which was seconded by Vice Chair Hartwig. The motion Passed by the following vote:

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

Nayes - 0: None

Excused - 0: None

Absent - 0: None

9. Written Communications Departments' Monthly Report

9.1 Written Communications Departments' Monthly Reports

Attachments:

01 - Family and 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 presented a summary of the Oakland Housing Authority's 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 Oakland Housing Authority Police Department's Awards and Oath of Office Ceremony - June 25, 2025

Attachments:

[OHAPD Awards and Oath of Office - June 25, 2025](#)

Secretary Patricia Wells briefed the Commissioners on the Oakland Housing Authority Police Department's Awards and Oath of Office Ceremony that took place on June 25, 2025.

10.2 Oakland Housing Authority Resident And Partner Appreciation Celebration - June 26, 2025

Attachments:

[Oakland Housing Authority Resident And Partner Appreciation Celebration - June 26, 2025 Photos](#)

Secretary Patricia Wells briefed the Commissioners on the Oakland Housing Authority Resident and Partner Appreciation Celebration that took place on June 26, 2025.

10.3 National Night Out - Tuesday August 5, 2025

Attachments:

[National Night Out - August 5, 2025](#)

Secretary Patricia Wells spoke about the upcoming National Night Out that will take place on August 5, 2025.

10.4 2025 Board of Commissioners Meeting Calendar

Attachments:

[2025 Board of Commissioners Meeting Calendar](#)

Secretary Patricia Wells shared with the Commissioners the Board of Commissioners meeting calendar for the remainder of 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 to Closed Session

Commissioner Mayes moved to Approve adjournment to Closed Session. which was seconded by Commissioner Castillo. The motion Passed by the following vote:

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

Nayes - 0: None

Excused - 0: None

Absent - 0: None

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

Closed Session adjourned at 7:54PM Pacific Standard Time. Chair Griffith stated there was nothing to report.

Commissioner Castillo moved to Approve adjournment from Closed Session which was seconded by Commissioner Mayes. The motion Passed by the following vote:

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

Nayes - 0: None

Excused - 0: None

Absent - 0: None

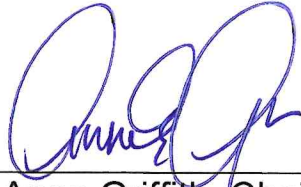
15. Adjournment

The meeting adjourned at 7:56PM Pacific Standard Time.

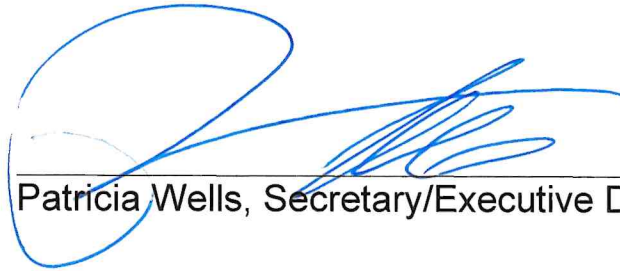
Vice Chair Hartwig moved to Approve adjournment which was seconded by Commissioner Montgomery. The motion Passed by the following vote:

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

Nayes - 0: None
Excused - 0: None
Absent - 0: None



Anne Griffith, Chair of the Board



Patricia Wells, Secretary/Executive Director