



**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](http://www.oakha.org)

Monday, May 19, 2025  
6:00 PM

**Zoom Information**

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

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

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

- 3. Approval of Minutes**

3.1 Approval of the minutes of the April 28, 2025 Regular Board of Commissioners Meeting.

**Attachments:**

[Draft Minutes For The April 28, 2025 Regular Board of Commissioners Meeting](#)

Commissioner Mayes moved to approve item 3.1 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

**Nays - 0:** None

**Excused - 0:** None

**Absent - 0:** None

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

There were no persons wishing to address the Commission.

## **5. Old or Unfinished Business**

There was no old or unfinished business.

## **6. Modifications to the Agenda**

Item 7.3 was moved to the front of New Business items.

Vice Chair Hartwig moved to approve the modification to the agenda which was seconded by Commissioner Jung-Lee. 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. New Business**

- 7.1 A resolution of the Board of Commissioners hereby adopting the Public Agencies Retirement Services, (PARS) Post-Employment Benefits Trust (the PARS 115 Trust Program), and appoint the Executive Director, or designee as the Oakland Housing Authority's (Authority) Plan Administrator for the Program, and authorize the Authority's Plan Administrator to execute the PARS legal and administrative documents on behalf of the Authority and to take whatever additional actions are necessary to maintain the Authority's participation in the Program, and to maintain compliance of any relevant regulation issued, or as may be issued.

### **Attachments:**

[Staff Report - Public Agencies Post Employment Benefits Trust](#)

[Resolution PARS 115 Trust Presentation](#)

[Public Agencies Post Employment Benefits Trust](#)

[Resolution Resolution #5377](#)

Director of Finance, Victor Madamba, along with Public Agency Retirement Services' Vice President of Consulting Rachel Sanders and PFM Asset Management Director, Joan Pino, presented this item for the Board of Commissioners to adopt a resolution adopting the Public Agencies Retirement Services, (PARS) Post-Employment Benefits Trust (the PARS 115 Trust Program), and appoint the Executive Director, or designee as the Oakland Housing Authority's (Authority) Plan Administrator for the Program, and authorize the Authority's Plan Administrator to execute the PARS legal and administrative documents on behalf of the Authority and to take whatever additional actions are necessary to maintain the Authority's participation in the Program, and to maintain compliance of any relevant regulation issued, or as may be issued.

Mr. Madamba explained that the Authority, like most public agencies in California,

has an Unfunded Accrued Liability (“UAL”) associated with its CalPERS pension plan. A UAL occurs when the current pension plan assets are not projected to be sufficient to pay total pension costs in future years. The Authority's UAL has fluctuated in the past couple of years, mainly due to CalPERS' annual investment returns. The Authority staff has conducted research and consulted with financial advisors to help guide the process of establishing the Trust. Setting aside funds in the Trust should, over time, allow the Authority to earn more on its reserves than it otherwise would if those funds were left in the General Fund.

Staff answered questions from the Commissioners.

Commissioner Jung-Lee moved to approve item 7.1 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

**Nays - 0:** None

**Excused - 0:** None

**Absent - 0:** None

- 7.2 Adopt a resolution authorizing the Executive Director to amend Board of Commissioners Resolution 5227, which authorized the Executive Director to withdraw and utilize an amount not to exceed \$27,713,000 to fund the Oakland Housing Authority's (Authority) net pension liability to the California Public Employee Retirement System (CalPERS) from the United States Department of Housing and Urban Development (HUD), by reallocating \$11,445,000 of the \$27,713,000 to fund the Public Agencies Retirement Services (PARS) Post-Employment Benefits Trust, to support the Authority's pension unfunded liability.

**Attachments:**

[Staff Report - Amendment of Resolution 5227](#)

[Resolution 5227 Pension Liability December 4, 2023](#)

[Amendment to BOC Resolution 5227 and PARS Trust Funding](#)

[Resolution Resolution #5378](#)

Director of Finance, Victor Madamba, presented this item to adopt a resolution authorizing the Executive Director to amend Board of Commissioners Resolution 5227.

Mr. Madamba explained that the long-term goal for this item is the long-term financial stability of the employee pension benefits. The transfer of the \$11,445,000 previous United States Department of Housing and Urban Development Reserves (HUD) unrestricted cash to fund the Public Agencies Post Employment Benefits Trust is an irrevocable transfer. Upon approval of the Oakland Housing Authority's Board of Commissioners, staff of the Finance Department will make an initial deposit from HUD-held reserves, in an amount not to exceed \$11,445,000, to the PARS Trust. Any additional future deposits to the Trust will be determined at a later date and brought to the Board of Commissioners for approval.

Staff answered questions from the Commissioners.

Vice Chair Hartwig moved to approve item 7.2 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

- 7.3 Adopt a resolution approving the Oakland Housing Authority's comprehensive consolidated budget, Public Housing Program, Asset Management Project (AMP) budgets, and staffing plan for fiscal year ending June 30, 2026.

**Attachments:**

[Staff Report - Oakland Housing Authority's Fiscal Year 2026 Operating Budget Presentation: Oakland Housing Authority FY 2026 Annual Operating Budget](#)  
[U.S. Department of Housing and Urban Development PHA Budget Approval Form](#)  
[FY26 Capital Outlay](#)  
[Resolution FY26 Operating Budget](#)  
[Resolution #5379](#)

Director of Finance, Victor Madamba, presented this item to adopt a resolution approving the Oakland Housing Authority's comprehensive consolidated budget, Public Housing Program, Asset Management Project (AMP) budgets, and staffing plan for fiscal year ending June 30, 2026.

Mr. Madamba explained that in accordance with all applicable regulatory and policy guidance, the proposed budget is established by determining the available funding sources and identifying the current needs and priorities of the Oakland Housing Authority (Authority). The Authority proposes a balanced budget in which expenses (uses) do not exceed the revenues (sources) available. The Authority also establishes adequate reserve levels to plan for future fluctuations in funding. Mr. Madamba then reviewed the FY 2026 budget presentation with the Commissioners.

Staff answered questions from the Commissioners.

Commissioner Jung-Lee moved to approve item 7.3 which was seconded by Commissioner Mayes. The motion passed by the following vote:

**Ayes - 5:** Anne Griffith, Gregory Hartwig, Lynette Jung-Lee, Barbara Montgomery, William Mayes

**Nayes - 0:** None

**Excused - 0:** None

**Absent - 0:** None

- 7.4 Adopt a resolution authorizing and approving an amendment to the Oakland

Housing Authority Procurement Policy.

**Attachments:**

[Staff Report - Amendment To Oakland Housing Authority's Procurement Policy Presentation: Oakland Housing Authority Amendment To Procurement Policy Resolution #5272 Procurement Policy Procurement Policy Amendment Resolution Micro Purchase Resolution #5380](#)

Director of Contract Compliance and General Services, Josh Roben, presented this item to adopt a resolution authorizing and approving an amendment to the Oakland Housing Authority Procurement Policy.

Mr. Roben explained that this amendment of the Oakland Housing Authority's (OHA) Procurement Policy would raise the micro purchase limit from \$10,000 up to \$50,000. The language in the policy would now read:

"For any amounts above the Petty Cash ceiling, but not exceeding \$250,000 (or HUD's small purchase limit), the OHA may use small purchase procedures. Under small purchase procedures, the OHA shall solicit three quotes; however, for purchases of less than \$50,000, or an amount designated by the Executive Director under the HUD micro purchase limit, also known as micro purchases, only one quote is required, provided the quote is considered reasonable."

Mr. Roben further explained that staff recognizes that with a higher micro purchase limit there needs to be more scrutiny over individual purchases. As a result, the Contract Compliance and General Services (CCGS) Department has put in place various reports that will assist in tracking performance and will identify instances where potential for violations exist.

Staff answered questions from the Commissioners.

Commissioner Montgomery moved to approve item 7.4 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

**Nays - 0:** None

**Excused - 0:** None

**Absent - 0:** None

- 7.5 Adopt a resolution authorizing the Executive Director to execute a contract with CDW Government (CDWG) LLC for Information Technology Solutions, products, and services, for an amount not to exceed \$4,311,984, for a three-year term not to exceed July 1, 2028.

**Attachments:**

[Staff Report - CDW Government Contract](#)  
[CDWG Purchase Item List](#)  
[CDW Government LLC 2025 Resolution](#)  
[Resolution #5381](#)

Director of Information Technology, Brandon White, presented this item authorizing the Executive Director to execute a contract with CDW Government (CDWG) LLC for Information Technology Solutions, products, and services.

Mr. White explained that The Oakland Housing Authority (Authority) currently requires a vendor who can provide Information Technology Solutions, products, and services to support the Authority's IT systems and operations. The Authority has utilized CDW Government (CDWG) as a valued partner supplying various products and services. The services detailed in the CDW Government LLC., contract will be utilized for the purchase of professional services, software, hardware, and cloud solutions. This also includes maintenance renewals for hardware and software licenses, as well as other related IT products and services covered under the City of Mesa OMNIA Partners Cooperative.

Staff answered questions from the Commissioners.

Commissioner Mayes moved to approve item 7.5 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

**Nays - 0:** None

**Excused - 0:** None

**Absent - 0:** None

## **8. Consent Agenda**

- 8.1 Adopt a resolution authorizing the Executive Director to execute a renewal of a Housing Assistance Payment contract with Dignity Housing West II Associates, a California Limited Partnership, an affiliate of Community Housing Development Corporation, for up to 20 years, for up to 19 Project-based Vouchers (PBV) units, in an estimated annual amount of \$364,800, and a total contract amount of \$7,296,000 for Harp Plaza Apartments.

### **Attachments:**

[Staff Report - Harp Plaza Housing Assistance Payment Contract](#)  
[Renewal Resolution - Harp Plaza Housing Assistance Payment Contract](#)  
[Renewal Resolution #5382](#)

Commissioner Jung-Lee moved to approve item 8.1 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

**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 board on the Department's Monthly Reports

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

Secretary Patricia Wells briefed the board on matters of special interest to the Commission that have occurred since the April 28, 2025 Board of Commissioners meeting.

10.1 California State Assembly, District 20 Certificate of Recognition For Araceli Tellez - April 30, 2025

**Attachments:**

[California State Assembly District 20 Certificate of Recognition For Araceli Tellez](#)

10.2 Board of Commissioners Tours of 401 Santa Clara Avenue - May 7, 2025 and May 9, 2025

**Attachments:**

[Board of Commissioners Tours of 401 Santa Clara Avenue](#)

10.3 Grand Opening of Ancora Place - May 13, 2025

**Attachments:**

[Grand Opening of Ancora Place - May 13, 2025](#)

10.4 Moving To Work Conference Washington D.C. - April 30, 2025 - May 2, 2025

**Attachments:**

[Photos Moving To Work Conference Washington D.C. - April 30 - May 2, 2025.](#)

## 10.5 2025 Board of Commissioners Meeting Schedule

### **Attachments:**

[2025 Board of Commissioners Meeting Schedule](#)

## 10.6 SPUR Exploring New Frontiers in Public and Social Housing Meeting - May 6, 2025

### **Attachments:**

[SPUR Exploring New Frontiers in Public and Social Housing Meeting - May 6, 2025](#)

## 10.7 Affordable Housing Month Kickoff Celebration - Wednesday, May 7, 2025

### **Attachments:**

[Affordable Housing Month Kickoff Celebration - May 7, 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 Jung-Lee. The motion passed by the following vote:

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

**Nays - 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

## **15. Adjournment**

Vice-Chair Hartwig was excused from the vote.

Commissioner Mayes moved to approve adjournment which was seconded by Commissioner Montgomery. The motion passed by the following vote:

**Ayes - 5:** Anne Griffith, Lynette Jung-Lee, Barbara Montgomery, William Mayes, Janny Castillo

**Nayes - 0:** None

**Excused - 0:** None

**Absent - 1:** Gregory Hartwig