

**OAKLAND HOUSING INITIATIVES, INC.
APPROVED MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING**

December 11, 2024

DIRECTORS

In-Person

Patricia Wells
Carla Dartis
Don Falk
Janet Howley
Gary Flaxman
Anne Griffith

Virtual

Roy Schweyer

STAFF

In-Person

Oakland Housing Authority

Anna Kaydanovskaya
Tom Deloye
Nicol U Jacob
Mark Mislant
Duane Hopkins
Victor Madamba
Mercedes Gaskin
Keischa Harris

John Stewart Company

Ron Bowen

Goldfarb & Lipman LLP

David Kroot

1. Roll Call

The meeting was called to order by Chair Wells at 12:07 p.m.

(AB 2449 Compliance) The Chair of the Board will confirm that there are four (4) directors in the same, properly noticed meeting room within the jurisdiction of the City of Oakland, accessible to the public. Each Director who is accessing the meeting remotely must disclose verbally whether they are requesting to meet remotely under AB 2449 due to: (1) just cause (notice required), or (2) emergency circumstances. For "emergency circumstances" the request must be approved by a majority vote of the Board of Directors for the emergency circumstance to be used as a justification to participate remotely. All Directors meeting remotely must provide a general description of the circumstances relating to need to appear remotely at the given meeting. A Director must also publicly disclose at the meeting, prior to any action, whether any other individuals 18 years or older are present in the room with the member at the remote location, and the general nature of the member's relationship to such individuals.

Director Griffith motioned to approve the virtual presence of Director Schweyer, who entered the meeting at 12:29 pm due to emergency circumstances. Director

Flaxman seconded the motion and it passed by the following vote:

Ayes 7 – Wells, Schweyer, Dartis, Griffith, Falk, Howley, Flaxman

Excused 1 – Hartwig

The following Directors responded to a roll call:

Present – Wells, Dartis, Falk, Howley, Flaxman, Griffith

2. Modifications to the Agenda

There were no modifications to the agenda.

3. Approval of the minutes of the September 10, 2024 Regular Meeting

Director Falk moved to approve the minutes of the Board of Directors regular meeting of September 10, 2024, which was seconded by Director Dartis. The motion passed by the following vote:

Ayes 7 – Wells, Schweyer, Dartis, Griffith, Falk, Howley, Flaxman

Excused 1 – Hartwig

4. Recognition of people wishing to address the Board

There were no people wishing to address the Board.

5. Old or Unfinished Business

There was no old or unfinished business.

6. New Business

6.1 Distribution of Annual Conflict of Interest Statement.

Anna Kaydanovskaya, Director of Asset Management, presented this informational item and answered questions from the Board.

6.2 Adopt a resolution authorizing the Executive Director to accept a \$1,875,000 increase to the predevelopment loan (from \$1,500,000 to \$3,375,000) from the Oakland Housing Authority to finance the predevelopment expenses of the rehabilitation of Foothill Family Apartments.

Tom Deloye, Chief Officer of Real Estate Development, presented this item

and answered questions from the Board.

Director Falk moved to adopt a resolution authorizing the Executive Director to accept a \$1,875,000 increase to the predevelopment loan (from \$1,500,000 to \$3,375,000) from the Oakland Housing Authority to finance the predevelopment expenses of the rehabilitation of Foothill Family Apartments. The motion was seconded by Director Howley and passed by the following vote:

Ayes 7 – Wells, Schweyer, Dartis, Griffith, Falk, Howley, Flaxman

Excused 1 – Hartwig

6.3 Adopt a resolution to approve Annual Operating Budget for Foothill Family Apartments for calendar year 2025.

Anna Kaydanovskaya, Director of Asset Management, presented this item and answered questions from the Board.

Ms. Kaydanovskaya noted that improvements to the balcony for the site may need to happen in 2025 due to SB721, which requires exterior elevated elements (EEE) and their associated waterproofing at any residential building with 3 or more units be inspected by a qualified inspector to verify that they are in good working condition, free of decay and other hazards, and safe for residents and visitors. The inspection deadline for EEE has been extended to January 1, 2026. Director Wells requested staff to report back at the next board meeting on the steps taken to meet the balcony requirements.

Director Dartis moved to adopt a resolution to approve the Annual Operating Budget for Foothill Family Apartments for calendar year 2025. The motion was seconded by Director Howley and passed by the following vote:

Ayes 7 – Wells, Schweyer, Dartis, Griffith, Falk, Howley, Flaxman

Excused 1 – Hartwig

6.4 Adopt a resolution delegating authority to the Executive Director to approve write-offs of unpaid tenant account receivables for tenants that have vacated, one time per year or more, in the cumulative amount up to a cap of \$50,000 in total write-offs, on behalf of the Oakland Housing Initiatives, Inc.

Anna Kaydanovskaya, Director of Asset Management, presented this item and answered questions from the Board.

Director Griffith moved to adopt a resolution delegating authority to the Executive Director to approve write-offs of unpaid tenant account receivables for tenants that have vacated, one time per year or more, in the cumulative amount up to a cap of \$50,000 in total write-offs, on behalf of the Oakland Housing Initiatives, Inc. The motion was seconded by Director Flaxman and passed by the following vote:

Ayes 7 – Wells, Schweyer, Dartis, Griffith, Falk, Howley, Flaxman

Excused 1 – Hartwig

7. Reports

7.1 Update on the Foothill Family Apartments refinancing and rehab efforts.

Tom Deloye, Chief Officer of Real Estate Development, presented this item and answered questions from the Board.

7.2 Foothill Family Apartments quarterly property management report.

Anna Kaydanovskaya, Director of Asset Management, presented this informational item and answered questions from the Board.

7.3 Foothill Family Apartments quarterly financial report.

Anna Kaydanovskaya, Director of Asset Management, presented this item and answered questions from the Board.

8. Announcements

The proposed board meeting calendar date options for 2025 has been shared with Board members. A Doodle will be sent out in early January to select the next board meeting date.

9. Adjournment

Director Dartis motioned to adjourn the meeting, which was seconded by Director Schweyer. The motion passed by the following vote:

Ayes 7 – Wells, Schweyer, Dartis, Griffith, Falk, Howley, Flaxman

Excused 1 – Hartwig

The meeting was adjourned by Chair Wells at 1:02 p.m.