

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

March 18, 2025

DIRECTORS

In-Person

Janet Howley
Anne Griffith
Roy Schweyer
Greg Hartwig
Carla Dartis

STAFF

In-Person

Oakland Housing Authority

Anna Kaydanovskaya
Nicol U Jacob
Mark Mislant
Victor Madamba
Mercedes Gaskin
Paige Peltzer

John Stewart Company

Ron Bowen

Goldfarb & Lipman LLP

Isabel Brown
M David Kroot

1. Roll Call

The meeting was called to order by Chair Wells at 6:51 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.

The following Directors responded to a roll call:

Present – Janet Howley, Greg Hartwig, Anne Griffith, Roy Schweyer, Carla Dartis

2. Approval of the minutes of the December 11, 2024 Regular Meeting

Director Griffith moved to approve the minutes of the Board of Directors regular meeting of December 11, 2024, which was seconded by Director Dartis. The motion passed by the following vote:

Ayes 5 – Howley, Hartwig, Griffith, Schweyer, Dartis

3. Modifications to the Agenda

There were no modifications to the Agenda.

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 Adopt a resolution authorizing the Executive Director to execute a two-year contract, with three one-year option terms, commencing on the date of contract execution, with The John Stewart Management Company for professional property management services utilizing competitive procurement process under RFF 04-020 for Keller Plaza Apartment for an amount not-to-exceed \$380,348.28 for initial term of the contract and \$201,160.80, \$208,396.80 and \$215,874.00 for each option term respectively, for a total amount of \$1,005,780 if the contract is in place for initial term of two years and three one year option terms.

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

Director Griffith moved to adopt this item. The motion was seconded by Director Hartwig and passed by the following vote:

Ayes 5 – Howley, Hartwig, Griffith, Schweyer, Dartis

7. Reports

7.1 Keller Plaza Apartments property management report.

Ron Bowen, Regional Director for The John Stewart Company, presented

this item and answered questions from the Board.

7.2 Keller Plaza Apartments 2024 Fourth Quarter financial report.

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

8. Announcements

The board meeting calendar 2025 has been set and shared with Board members.

9. Adjournment

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

Ayes 5 – Howley, Hartwig, Griffith, Schweyer, Dartis

Excused 2 – Hartwig, Falk

The meeting was adjourned by Chair Wells at 7:09 p.m.