ITEM
2.1

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

March 19, 2026

DIRECTORS
In-Person

Carla Dartis, Secretary
Don Falk
Anne Griffith
Gary Flaxman

On-line via Zoom

Roy Schweyer, Vice President

STAFF
In-Person

Oakland Housing Authority
Anna Kaydanovskaya
Nicol U Jacob
Mark Mislang
Mercedes Gaskin
Victor Madamba

John Stewart Company
Ron Bowen

1. Roll Call

The meeting was called to order by Chair Dartis at 5:05 p.m.

(AB 2449 Compliance) The Chair of the Board will confirm that there are three (3) 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' meetings must provide a general description of the circumstances relating to the 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 – Griffiths, Falk, Dartis, Flaxman, Schweyer

Excused – Wells, Hartwig, Howley

Director Schweyer joined remotely under AB2449 due to emergency circumstances.

2. **Approval of the minutes for December 19, 2025, OHI Board of Directors Meeting.**

   Director Griffith moved to approve the minutes of the Board of Directors' regular meeting held on December 19, 2025, which was seconded by Director Falk. The motion passed by the following vote:

   Ayes 5 – Griffiths, Falk, Dartis, Flaxman, Schweyer

   Excused 3 – Wells, Hartwig, Howley

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 were no people wishing to address the Board.

6. **New Business**

   There was no New Business.

7. **Consent Agenda**

   7.1 Adopt a resolution amending the OHI Resolution adopted on June 10, 2025, authorizing and approving the Executive Director to enter a contract with Baker Tilly Advisory Group, LP, a Delaware Limited Partnership, Successor in Interest to Baker Tilly US, LLP, for a one-year term with a one-year option term not to extend past July 28, 2025 in an amount not to exceed $414,653, for construction management services for the rehabilitation of Foothill Family Apartments, to amend the one-year option term end date from July 28, 2025 to July 27, 2027.

   Anna Kaydanovskaya, Director of Asset Management, presented this item, requesting the board to consider a consent agenda item regarding amending the contract with Baker Tilly Advisory Group LP for construction management services at Foothill Family Apartments, with an updated term end date from July 28, 2025, to July 27, 2027.

   No additional discussion or questions were made by the Board.

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

Ayes 5 – Griffiths, Falk, Dartis, Flaxman, Schweyer

Excused 3 – Wells, Hartwig, Howley

8. Reports

8.1 Foothill Family Apartments March Construction Update.

Anna Kaydanovskaya, Director of Asset Management, presented the update. The presentation noted that the project is slightly behind schedule due to dry rot, organic growth, and heavy rain. Phase I residents are expected to move back at the end of March, while Phase 2 residents will move out between April 9th and April 20th. Welcome Packets with household essentials have been prepared for returning Phase I residents.

No additional discussion or questions were made by the Board.

8.2 Foothill Family Apartments 4th quarter 2025 property management and financial reports.

Ron Bowen, Regional Director for The John Stewart Company, presented this informational item, and Anna Kaydanovskaya, Director of Asset Management, provided supplemental information on resident services and financial reports.

The accounts receivable situation was detailed, with approximately $180,000 in aged balances, including $80,000 in COVID-related arrears affecting about 10 clients. Ms. Kaydanovskaya highlighted that staff is working on an agency-wide policy for handling COVID-owed rent, which is expected to be presented to the board in June.

The board asked for clarification regarding the household that is under legal review involving a 30-day notice that expired, with the case now filed and awaiting a mandatory settlement conference.

During the financial report, it was underscored that evaluating a site's performance during a rehab is difficult due to the skewed numbers from reduced maintenance, utilities, and economic vacancies.

For resident services, Ms. Kaydanovskaya confirmed that LifeSTEPS has been contracted as the new service provider for Foothill Family Apartments, to commence in January 2027.

9. Announcements

Ms. Kaydanovskaya announced that site tours of Lakeside Senior Apartment and Harrison Street Senior Housing will be arranged for Board Directors in the coming months.

10. Adjournment

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

Ayes 5 – Griffiths, Falk, Dartis, Flaxman, Schweyer

Excused 3 – Wells, Hartwig, Howley

The meeting was adjourned by Chair Dartis at 5:35 p.m.