



NOTICE OF BOARD MEETING

Board of Directors

Director Anne Griffith
Director Mark Tortorich
Director Patricia Wells

In accordance with Article IV, Section 4.11, of the Bylaws of the Oakland Affordable Housing Preservation Initiatives, Inc., NOTICE IS HEREBY GIVEN that the **Annual Meeting of the Board of Directors** will be held as follows:

**OAHPI BOARD OF DIRECTORS
ANNUAL MEETING**

**Monday, June 21 2021
5:30 p.m.**

Tele-Conference

***NOTE:** Pursuant to the Governor's Executive Order N-29-20, dated March 17, 2020, Suspending Brown Act Requirements for public meetings due to Coronavirus (COVID-19), a local legislative body is authorized to hold public meetings via teleconferencing and make public meetings accessible "telephonically or electronically" to all members of the public seeking to observe and to address the legislative body.*

Join Zoom Meeting Online:

<https://oakha-org.zoom.us/j/92886506540?pwd=cXNOTHYxb0ttN25JQzhyVkJpTGkzdz09>

ID (access code): 928 8650 6540

Meeting Passcode: 236379

To participate by Telephone: 1 (699) 900-9128

Meeting ID (access code): 928 8650 6540 Meeting Passcode: 236379#

If you need special assistance to participate in the meeting, please contact OAHPI at (510) 874-1510 (English TTY 800-735-2929 or Spanish TTY 800-855-3000). Notification at least 48 hours prior to the meeting will allow reasonable accommodations to ensure accessibility.



All public comment on action items will be taken at the public comment portion of the meeting. You may comment via zoom by “raising your hand” or by submitting an e-mail to publiccomments@oakha.org or leave a voicemail at 510-874-1517 before 5:00 p.m. the day of the meeting.

- You may request to make a public comment by “raising your hand” through Zoom’s video conference or phone feature, as described below. Requests will be received only during the designated times in which to receive such requests and only for eligible Agenda items. Public comments will be subject to the appropriate time limit of three (3) minutes.
- To comment by Zoom video conference, click the “Raise Your Hand” button to request to speak when Public Comment is being taken on the eligible Agenda item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time of three (3) minutes, you will then be re-muted. Instructions on how to “Raise Your Hand” is available at: <https://support.zoom.us/hc/en-us/articles/205566129> - Raise-Hand-In-Webinar.
- To comment by phone, please call on one of the phone numbers listed below. You will be prompted to “Raise Your Hand” by pressing “*9” to request to speak when Public Comment is being taken on the eligible Agenda Item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time of three (3) minutes, you will then be re-muted. Please unmute yourself by pressing *6. Instructions of how to raise your hand by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663> - Joining-a-meeting-by-phone.

AGENDA

Annual Meeting

June 21, 2021

Time: 5:30 p.m.

- I. Roll Call
- II. Approval of Minutes:
 - Approval of Minutes of the Regular Board Meeting of March 11, 2021.
- III. Recognition of people wishing to address the Directors.
- IV. Old or Unfinished Business
 - A. Staff Update on the Development of Diversity Goals for Business Opportunities with OAHPI for Potential MBE/WBE/SBE/DBE and Section 3 Vendors.
 - B. Staff Update on the Feasibility Study for Foothill Family Apartments in partnership with Oakland Housing Initiatives.
- V. Modifications to the Agenda
(Allows for any change in the order of business or the announcement of the postponement or continuation of agenda items.) The Board can only take action on items listed on this agenda unless a finding is made that an emergency exists or a need arose after agenda posting.
- VI. New Business
 - A. Presentation of Audit Report and Quarterly Financial Status Report for the period of July 1, 2020 through March 31, 2021.
 - B. Consideration and approval of the Oakland Affordable Housing Preservation Initiatives Fiscal Year 2021-2022 Operating Budget and Authorization for the Executive Director of OAHPI to issue blanket purchase orders to multiple vendors and service providers in specified amounts for routine, recurring, low-dollar amount purchases for FY 2021-2022.
 - C. Authorization for the Executive Director to execute a two-year contract, with up to three one-year option terms, with Baila Floors to provide flooring supply and flooring installation services at OAHPI properties, in an amount not to exceed \$500,000 for the initial term and \$250,000 per year for each additional option term for a total contract amount not to exceed \$1,250,000

- D. Authorization for the Executive Director to execute a two-year contract, with up to three one-year option terms, with Bay Area Contract Carpets to provide flooring supply and flooring installation services at OAHPI properties, in an amount not to exceed \$500,000 for the initial term and \$250,000 per year for each additional option term for a total contract amount not to exceed \$1,250,000.
- E. Authorization for the Executive Director to execute a two-year contract, with up to three one-year option terms, with Royal Floors to provide flooring supply and flooring installation services at OAHPI properties, in an amount not to exceed \$500,000 for the initial term and \$250,000 per year for each additional option term for a total contract amount not to exceed \$1,250,000.
- F. Consideration of a resolution authorizing the Executive Director to execute a two-year contract, with three additional one-year option terms, with Santa Clara Appliances in an amount not to exceed \$93,750 per year for the purchase, delivery and installation of refrigerators for vacancy turnover and the interior rehabilitation of vacant and occupied units
- G. Consent Agenda:
Items on the Consent Agenda are considered routine and do not require separate discussion. If a Director wishes to have discussion, or if a member of the public wishes to comment on any consent item, the item may be removed from the consent agenda and considered separately. Questions or clarifications may be considered by the Directors without removal from the Consent Agenda. The Consent Agenda is adopted in one motion.
1. Ratification of a contract with Montgomery Sansome to Rehabilitate Fire Damage units located at 2349 83rd Ave., Oakland.
 2. Retroactive Payment of Landscaping and General Cleaning Services during the COVID -19 Pandemic
 3. Authorization for the Executive Director to increase the contract amount for two remaining one-year option terms with The Law Offices of Charles Ramsey to provide legal services for OAHPI properties by \$25,000 per option term to a total not-to-exceed amount of \$175,000 per option term.
 4. Authorization for the Executive Director to increase the contract amount for two remaining one-year option terms with Edrington, Schirmer & Murphy, LLP to provide legal services for OAHPI properties by \$25,000 per option term to a total not-to-exceed amount of \$75,000 per option term.
 5. Authorization for the Executive Director to increase the contract amount for two remaining one-year option terms with The Law Offices of Bill Ford to provide legal services for OAHPI properties by



**Oakland Affordable Housing
Preservation Initiatives, Inc.**

\$25,000 per option term to a total not-to-exceed amount of \$125,000 per option term.

6. Authorization for the Executive Director to increase the contract amount for two remaining one-year option terms with Zanghi, Torres & Arshawsky, LLP to provide legal services for OAHPI properties by \$25,000 per option term to a total not-to-exceed amount of \$125,000 per option term.

H. Portfolio Performance.

VII. Adjournment

OAKLAND AFFORDABLE HOUSING PRESERVATION INITIATIVES, INC.



Patricia Wells, Secretary/Executive Director